

**EXECUTIVE COMMITTEE MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE FOUNDATION, INC.
SFSC FOUNDATION CONFERENCE ROOM AND ZOOM
April 13, 2021**

Members Present: Mr. Tres Stephenson, President Mr. Don Elwell, Treasurer
Mr. William Jarrett, Secretary Dr. Thomas Leitzel
Ms. Patricia Manderville, Past President

Excused: Mrs. Cheryl Brown Mrs. Lana Puckorius
Mrs. Robin Weeks, Vice President

Staff Present: Mrs. Jamie Bateman Miss Anastasia Saunders
Ms. Jill Sconyers

Others Present: Mr. Peter Elliott Mr. Bob Swaine
Mr. Joe Wright

I. CALL TO ORDER

At 12:04 p.m., Mr. Stephenson, President, called to order the Executive Directors meeting of the SFSC Foundation. Ms. Manderville made a motion, seconded by Mr. Elwell, to approve the agenda as presented. The motion passed unanimously.

II. APPROVAL OF MINUTES

Mr. Elwell made a motion, seconded by Mr. Jarrett, to approve the minutes of the 2/9/2021 meeting as presented. The motion passed unanimously.

III. FINANCIAL REPORTS

a. Ms. Lee was unable to attend so Mrs. Bateman reviewed the Investment Returns. There were no questions.

b. Mrs. Bateman reviewed the Gift Summary Report. There were no questions. Ms. Manderville made a motion, seconded by Mr. Jarrett, to accept the financial reports as presented. The motion passed unanimously.

IV. FOUNDATION UPDATES

a. On the calendar, Mrs. Bateman pointed out the location change for the May DBOT meeting and reviewed the upcoming events. Dr. Leitzel shared the June and July meetings will also be on the Highlands campus.

b. Mrs. Bateman then mentioned the two potential board members recommended by Mr. Atchley. She shared that she had a lunch meeting with them and they seemed enthusiastic and ready to work for the board. She said she would present these individuals to the full board in May. She also shared that she has two additional potential members, someone from Nucor and an attorney. If she can arrange to meet with them she will present their names to the May board as well. Ms. Manderville made a motion, seconded by Mr. Jarrett, for Mrs. Bateman to make the recommendations to the full board in May as she discussed. The motion passed unanimously.

c. Mrs. Bateman shared that the brokerage firm that visited the Jacaranda was more of a sales pitch instead of sale opportunity. She shared that it did present some question that the

board will need to consider concerning the future of the Jacaranda and the short-term goals regarding her maintenance.

Mr. Wright shared that the DBOT is aware of the financial constraints facing the Jacaranda and how losing dorm rent would negatively impact the facility. He shared that the DBOT has asked for additional information and a timeline from the DBOT Attorney, Mrs. Karlson, regarding the construction of a residence facility on campus. She will have a report at the April DBOT meeting. He shared that the DBOT is nowhere near a decision on the residence facility on campus, but the decision is coming.

Mr. Elliott and Mr. Swaine brought up how the Foundation might go about finding a broker for the hotel. They discussed Requests for Information, Requests for Qualifications and Requests for Proposals. Both suggested that this might not be the right time to pursue any of these, but once the Foundation has a clearer idea on what it wants to achieve, each should be considered. Mr. Swaine suggested Mrs. Bateman consider offering longer leases to our current tenants, instead of the 1-year leases we currently have. He also suggested the board consider approving the use of an RFQ or RFI in the future when the time is right.

Mr. Jarrett asked if the up and down plumbing renovation of one set of rooms should be considered again – it was tabled at the last Foundation board meeting. He then said a mini-suite conversion could be considered once the plumbing is complete. Mrs. Bateman said she will add reinstatement of the plumbing project to the May 18th agenda.

Mr. Jarrett asked what the status is on scholarship funds that are for programs the college no longer offers. Mrs. Bateman said that she is still researching it and will report to the board when she has a complete answer.

Mrs. Bateman then asked the board to consider what should our message to the community be as the residence facility on campus progresses and people begin to question what the Foundation and College plan to do with the Jacaranda.

V. ADJOURNMENT

Mr. Stephenson asked if there were any more questions or concerns. There being no further discussions, Mr. Stephenson adjourned the meeting at 1:10 p.m.

Respectfully submitted,

Bill Jarrett

Board Secretary