

**BOARD OF DIRECTORS MEETING MINUTES  
SOUTH FLORIDA STATE COLLEGE FOUNDATION  
BOARD ROOM, BUILDING F, HIGHLANDS CAMPUS  
January 11, 2022**

**Members Present:**

Mr. Tim Backer	Ms. Sandee Braxton	Dr. Catherine P. Cornelius
Mr. Robert Duncan	Mr. Don Elwell	Mr. William Jarrett
Mr. Michael Kelly	Dr. Thomas Leitzel	Ms. Patricia Manderville
Mrs. Becky McIntyre	Miss Cheyenne Pohl	Mr. John Shoop
Mrs. Robin Weeks		

**Excused:**

Mr. Corey Allain	Ms. Cheryl Brown	Judge Angela Cowden
Mrs. Christy Crews	Judge Peter Estrada	Mrs. Joan Hartt
Mr. Tres Stephenson	Dr. Vinod Thakkar	Dr. David Willey

**Others Present:**

Mrs. Jamie Bateman	Mr. Peter Elliott	Miss Anastasia Saunders
Ms. Jill Sconyers	Mrs. Teresa Vorous	

**I. CALL TO ORDER**

At 12:04 p.m., Mrs. Weeks, vice president, called to order the meeting of the Board of Directors of the SFSC Foundation. Mrs. Weeks asked for a motion to adopt the agenda of the January 11, 2022 meeting. Mr. Shoop made a motion, seconded by Ms. Manderville to accept the agenda as presented. The motion passed unanimously.

**II. MINUTES OF THE NOVEMBER 9, 2021 MEETING**

Mrs. Weeks asked for a motion to accept the minutes. Mr. Elwell made a motion, seconded by Mr. Shoop, to accept the minutes as presented. The motion passed unanimously.

**III. CONSOLIDATED BALANCE SHEET AS OF 11/30/21**

Mrs. Vorous shared that the Business Office is finalizing all Foundation transactions for 2021 and some of the figures would be changing to reflect donations and transfers that occurred by the end of the year. Dr. Cornelius shared that in a previous meeting she made the motion for the Lake Placid Property sales funds to be deposited into the Jacaranda's Restoration Fund; Mrs. Vorous confirmed yes those funds would be represented in the correct fund by the close of the end of year balance sheet. She shared that Mrs. Bateman would discuss in more detail some of the expenditures. Dr. Cornelius made a motion, seconded by Ms. Manderville to accept the Consolidated Balance Sheet as presented. The motion passed unanimously.

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**IV. INVESTMENT RETURNS AS OF 11/30/21**

Mrs. Vorous shared the same information as above. Mr. Shoop made a motion, seconded by Dr. Cornelius, to accept the investment returns as presented. The motion passed unanimously.

**V. GIFT SUMMARY REPORT 11/1/21 – 12/31/21**

Mrs. Bateman reviewed the report and asked if there were any questions. There were none. Mr. Elwell made a motion, seconded by Mr. Shoop, to accept the Gift Summary Report as presented. The motion passed unanimously.

**VI. WARRANT LIST 10/1/21 – 11/30/21**

Mr. Elwell stated he had one question about the report but the Foundation would clarify and he had no other questions or concerns. Mr. Shoop made a motion, seconded by Mr. Kelly to accept the Warrant List as presented. The motion passed unanimously.

**VII. PRESIDENT'S COMMENTS**

Dr. Leitzel shared the 2021 Year in Review Video.

**VIII. FOUNDATION UPDATES**

- a. Mrs. Bateman reviewed the calendar, pointing out the added events and the Events Committee meeting on January 24. She shared that her trip to the Legislative Session in Tallahassee will probably be in February instead of next week. She mentioned the good work Silver Palm Consulting is doing for the college and the Foundation.
- b. Mrs. Bateman thanked our 2021 Annual Sponsors.
- c. Mrs. Bateman shared that the new Award Spring scholarship program seems to be working very well and she would have more information at the next meeting.
- d. Mrs. Bateman shared the current expenditures for the renovation of the Jacaranda. She shared that these costs do not include any repairs that occur outside the scope of work described – such as the elevator and new leaks. She shared that she is pursuing additional avenues of funding from both the city of Avon Park and from Highlands County.
- e. Mrs. Bateman mentioned that the RFQ for an architect for College and Foundation projects has been published. She continues to meet with the developer and members of the Foundation and College as the process continues. The surveying is completed.

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- f. Mrs. Bateman shared some pictures of our retiring Executive Assistant, Jill Sconyers. She also presented her with a certificate in appreciation of her years of service to the Foundation and College. Mrs. Bateman shared some words sent to her by various board members.

Mrs. Bateman then announced that the new Executive Assistant has been selected, Taylor Massey, and she will be starting in the next few weeks, and the board will meet her at the next meeting.

**IX. ALUMNI AND OUTREACH**

Ms. Saunders shared a scholarship student spotlight, Amanda Dorsey; a student and staff member at SFSC. Ms. Saunders went on to share the results of Giving Tuesday 2021 and the matching funds received from Lake Placid Noon Rotary Club, Avon Park Noon Rotary Club and the Rotary Club of Highlands County. She shared the overall profit and attendance from all 2021 events.

Ms. Saunders stated the next Alumni networking event is set for Jan. 27 at the Wild Turkey with a focus on the Public Safety department and she is planning the upcoming Young Alumni networking events. She updated the board on the results of the December Commencement and alumni tent success.

**X. TIME FOR DIRECTORS**

Mrs. Weeks then turned the floor over to Mrs. Bateman who shared that Mr. Darrell Jensen has requested to return to the Foundation board. Dr. Cornelius made a motion, seconded by Mr. Elwell, to approve Mr. Jensen as a new board member. The motion passed unanimously. Mrs. Weeks asked if anyone had any other issues to discuss, there were none.

**XI. ADJOURNMENT**

There being no other business, Dr. Cornelius made a motion, seconded by Mr. Elwell, to adjourn, and the meeting adjourned at 1:03 p.m.

Respectfully submitted,

*William R. Jarrett, Jr.*

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Board Secretary