

**BOARD OF DIRECTORS MEETING MINUTES  
SOUTH FLORIDA STATE COLLEGE FOUNDATION, INC.  
HOTEL JACARANDA  
March 8, 2022**

**Members Present:**

Mr. Tim Backer	Ms. Sandee Braxton	Mr. William Jarrett
Mr. Michael Kelly	Mr. Don Elwell	Miss Cheyenne Pohl
Mrs. Becky McIntyre	Dr. Thomas Leitzel	Mr. John Shoop
Mrs. Robin Weeks	Mr. Tres Stephenson	Mrs. Joan Hartt

**Excused:**

Mr. Corey Allain	Ms. Cheryl Brown	Judge Angela Cowden
Mrs. Christy Crews	Judge Peter Estrada	Mr. Robert Duncan
Dr. Vinod Thakkar	Ms. Patricia Manderville	Dr. David Willey
Dr. Sidney Valentine	Dr. Catherine P. Cornelius	

**Others Present:**

Mrs. Jamie Bateman	Mr. Peter Elliott	Miss Anastasia Saunders
Miss Taylor Massey	Mrs. Teresa Vorous	Mr. Bob Swaine

**I. CALL TO ORDER**

At 12:04 p.m., Mr. Stephenson, President, called to order the meeting of the Board of Directors of the SFSC Foundation. Mr. Stephenson asked for a motion to adopt the agenda of the March 8, 2022 meeting. Mr. Elwell made a motion, seconded by Mr. Kelly to accept the agenda as presented. The motion passed unanimously.

**II. CONSENT AGENDA**

Mr. Stephenson asked for a motion to accept the minutes of the January 11, 2022 Board of Directors meeting as presented. Mr. Jarrett made a motion, seconded by Mrs. Weeks, to accept the minutes. The motion passed unanimously.

**III. FINANCIAL REPORTS**

- a. Mrs. Vorous reviewed the Consolidated Balance Sheet as of December 31, 2021 and the Investment Report through December 31, 2021. She stated that there is not much to report. Mrs. Vorous stated that overall they both look good.
- b. Mrs. Bateman reviewed the Gift Summary Report for January 1, 2022 through February 28, 2022. Mrs. Bateman recently spoke with South Street Advisors as well as Bank of America who stated that the Foundation is currently sitting strong at where it is and we are expected to see much smaller gains in the future.

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Mr. Stephenson asked if there were any questions or concerns. Mrs. Weeks made a motion, seconded by Mr. Jarrett, to accept the financial reports as presented. The motion passed unanimously.

**IV. WARRANT LIST**

Mr. Elwell reviewed the Warrant List for December 1, 2021 through December 31, 2021. He asked that the Foundation includes more detail as for the large transactions. Mrs. Bateman mentioned where it states “various” on the Warrant List, it is in regards to the money the Foundation received from the dorms to which we then transfer to the college. Mr. Elwell had no other questions or concerns, he stated that everything looks good to approve. Mr. Kelly made a motion, seconded by Mrs. Weeks to accept the Warrant List as presented. The motion passed unanimously.

**V. PRESIDENT’S COMMENTS**

Dr. Leitzel shared that the Aspen Institute gives \$1 million dollars to a State College every two years who exemplify Community College Excellence. Dr. Leitzel proudly shared that South Florida State College is currently in the running. SFSC was narrowed from 1,000 colleges nationwide to 150 and now named one of the Top 50 colleges in the nation. Dr. Leitzel is very proud and would like to congratulate the college for this great achievement.

**VI. FOUNDATION UPDATES**

- a. Mrs. Bateman reviewed the calendar, pointing out there have been no new additions made. The next Executive Committee is set for April 12<sup>th</sup> and the last Board of Directors meeting will be held on May 17<sup>th</sup> at the Hotel Jacaranda at 6 p.m. The Foundation Board meetings will then start back up in August.
- b. Mrs. Bateman mentioned that Mrs. Joan Hartt, Mr. Bill Jarrett and Mayor John Shoop’s term will end in May. Per the Bylaws, they will each have to take off a year in order to come back as member of the Board. In May, we will be voting on the new officers for 2022-2024.
- c. Mrs. Bateman mentioned that the yearly Accountability Agreement packets are due to Miss Massey. She has extra packets available today if needed.
- d. Mrs. Bateman shared that the Foundation Restoration is at a standstill being that it is the Hotel Jacaranda’s busy season right now. Mr. Bruns, the Hotel Jacaranda’s Manager and staff will be incredibly busy with the Sebring Races and Spring Break next week. Meanwhile, the Jacaranda Restaurant has been doubling in sales and catering orders. With that being said, we have postponed

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the Restoration until further notice. Some of the plumbing will begin as we have rooms available however, the majority will wait until the summer time.

Mrs. Bateman shared that the Foundation has received a grant from the City of Avon Park CRA for \$105,000 as part of their façade grant program. The max to this is \$5,000 per street address but after a few months of meetings with the council and the assistance of Mr. Jarrett, we were able to receive the city council's approval of our request in an effort to replace the windows on the north side of the Jacaranda. Instead of \$5,000 for each street address, we will receive \$15,000. We are aiming to create a partnership with the City of Avon Park so that we can continue to keep the Hotel Jacaranda in good shape.

- e. Mrs. Bateman, Dr. Leitzel and Mr. Elliott met with their attorney and developers in regards to the lease agreement and master lease agreement for the student facilities. Mr. Elliott stated that it is moving slowly and there is still a lot of work that needs to be done. They will provide an update at the Executive Committee meeting in April.
- f. Mrs. Bateman shared the Foundation's new Executive Assistant, Taylor Massey started working on February 1<sup>st</sup>. She has 7+ years of experience in fundraising and she comes to us from Maxwell Medical where she was an Office Assistant for 6 years.
- g. Mrs. Bateman shared that she went to Tallahassee last month and met with Representative Tuck. She stated that Representative Tuck is doing a great job. She is very supportive of the college and we are lucky to have her on our side. Senator Albritton is still over our area in Hardee. Senator Albritton currently sits 3<sup>rd</sup> in line for Senate President.

Last Wednesday, the House and the Senate made their official offers on our budget. The House doubled the requested amount offering us \$1.4 million whereas, the Senate offered \$700,000. On the other hand, both sides agreed on the recurring funds to base the Florida College Systems (FCS) but there is no determination as of yet how that will be distributed. Mr. Elliott stated that it seems to be looking good as a whole.

Mrs. Bateman shared that the House and the Senate have both agreed on the appropriation requests for the Clinical Immersion Center. However, she hopes the following appropriation requests for the CDL Program CIC, Mobile Welding Lab and the Jacaranda will follow through. Mrs. Bateman stated that the budget must be finished today in order for the Legislation Session to end on time. Mr. Elliott stated that it will be an interesting day as there is still a lot to do. Mrs. Bateman mentioned that the PECO allocations is usually the last to be released which is where we expect our deferred maintenance request to appear at.

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**VII. ALUMNI AND OUTREACH**

Miss Saunders mentioned that she is working on a Scholarship Campaign known as “Student Spotlight” where she shares one scholarship recipient every week on the Foundation’s social media pages to continue on through the entire spring semester. It not only showcases the students but it also gives recognition to the donors of each scholarship. Miss Saunders shared Myra Solis, a student who plans to graduate with her Associates in Arts degree then be accepted into the RN Nursing program. She plans to put her education to work as a nurse and eventually continue her education to become a doctor. Myra states, “The scholarship that I received helped pay for some of my expenses, such as tuition and books that were required for my classes.”

In regards to the Automotive Program Outreach, Miss Saunders has been working with the schools in the county to grow the program. She attended Avon Park High School’s Career Café on March 3<sup>rd</sup> where 22 students attended during their lunch to listen in on the presentation. Miss Saunders shared that Chef Paul and his students will be speaking at the next Avon Park High School Career Café on March 24<sup>th</sup> to recruit for the Culinary Arts Program. Mrs. Saunders stated that she was very excited to announce that the Chef Paul and the culinary students will be catering the food for our 1<sup>st</sup> Annual Student Scholarship Reception on April 7<sup>th</sup>.

Miss Saunders mentioned that she had a great group of 12 students show up to the EMS related, Alumni Networking event in January at the Wild Turkey. The next Alumni Networking event will be geared towards teachers and it will be held in Arcadia at Beef O’ Brady’s on April 5<sup>th</sup>.

**VIII. TIME FOR DIRECTORS**

Mr. Jarrett discussed with Mr. David Bruns about different events that they could do to bring more awareness to Hotel Jacaranda as well as to the Restaurant. Mr. Jarrett stated he is very impressed with Mr. Bruns and how open and willing he is to trying out new ideas.

Mrs. Bateman asked the Board if they have any marketing recommendations for the Hotel Jacaranda going into the summer time which is typically the time where things begin to slow down for the Hotel. Mrs. Brown who was excused from the meeting suggested to Mrs. Bateman prior to the pandemic on offering local businesses cooking lessons with Chef Paul. Mrs. Brown said not only would it be a great opportunity for the businesses to participate in team bonding but it would generate more money for the Hotel and the restaurant while it is in their slower season.

Mr. Stephenson asked if there were any additional comments or recommendations. There were none.

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**IX. ADJOURNMENT**

There being no further discussion, Mr. Stephenson adjourned the meeting at 12:40 p.m.

Respectfully submitted,

*Bill Jarrett*

Board Secretary