

**BOARD OF DIRECTORS MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE FOUNDATION, INC.
HOTEL JACARANDA
MAY 17, 2022**

Members Present:

Mr. Michael Kelly	Miss Cheyenne Pohl	Judge Peter Estrada
Mr. Robert Duncan	Mr. Don Elwell	Mr. Corey Allain
Mrs. Becky McIntyre	Dr. Thomas Leitzel	Dr. Catherine P. Cornelius
Mrs. Robin Weeks	Mr. Tres Stephenson	Dr. David Willey

Excused:

Mr. John Shoop	Ms. Cheryl Brown	Judge Angela Cowden
Mrs. Christy Crews	Ms. Joan Hartt	Mr. Darrell Jensen
Dr. Vinod Thakkar	Ms. Patricia Manderville	Ms. Sandee Braxton
Dr. Deborah Milliken	Mr. Tim Backer	
Mrs. Kathleen Cappo	Mr. William Jarrett	

Others Present:

Mrs. Jamie Bateman	Mrs. April Ricker	Mrs. Anastasia Fuchser
Miss Taylor Massey	Mrs. Teresa Vorous	Mrs. April Cooper
Mr. Daniel Sanches	Mrs. Peggy Sueppel	

I. CALL TO ORDER

At 6:01 p.m., Mr. Stephenson, President, called to order the meeting of the Board of Directors of the South Florida State College Foundation. Mr. Stephenson asked for a motion to adopt the agenda of the May 17, 2022 meeting. Mrs. McIntyre made a motion, seconded by Mrs. Weeks to accept the agenda as presented. The motion passed unanimously.

Mrs. Bateman asked the Board if there were any nominations for the new 2022-2024 officers. Mr. Elwell was nominated by Mrs. Weeks for President. Mr. Stephenson nominated Mr. Jensen for Vice President and Mrs. Weeks for Treasurer. Mr. Elwell nominated Mr. Kelly as secretary and Dr. Cornelius nominated Mrs. Brown for the member at large. Judge Estrada made a motion, seconded by Dr. Willey to accept the nominees for the 2022-2024 officers. The motion passed unanimously.

II. CONSENT AGENDA

Mr. Stephenson asked for a motion to accept the minutes of the March 8, 2022 Board of Directors meeting as presented. Mr. Elwell made a motion, seconded by Judge Estrada to accept the minutes. The motion passed unanimously.

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III. FINANCIAL REPORTS

Mrs. Vorous reviewed the Consolidated Balance Sheet and the Investment Report through March 31, 2022. In the first quarter, we did not do so well however, in March we began to see an increase which is good. Dr. Willey made a motion, seconded by Judge Estrada to accept the Financial Reports as presented. The motion passed unanimously.

IV. WARRANT LIST

Mr. Elwell reviewed the Warrant List for January 1, 2022 through March 31, 2022. Mr. Elwell thanked Mrs. Vorous for including more detailed descriptions in the report to explain the large transactions. Mr. Elwell had no questions or concerns. Mr. Elwell made a motion to approve, seconded by Dr. Cornelius to accept the Warrant List as presented. The motion passed unanimously.

V. FOUNDATION RECERTIFICATION

Mrs. Bateman requested a motion to present the Foundation Recertification to the District Board of Trustees in June. Dr. Cornelius made a motion, seconded by Dr. Willey to present the Foundation Recertification to the DBOT in June. The motion passed unanimously.

VI. 2021 FINANCIAL AUDIT

Mrs. April Cooper from Wicks, Brown, Williams presented the 2021 Financial Audit to the Board. Mrs. Cooper had no issues or findings to report. Mrs. Cooper asked if there were any questions. There were none. Dr. Cornelius made a motion, seconded by Mrs. Weeks to accept the 2021 Financial Audit as presented. The motion passed unanimously.

VII. 2022 ENDOWED CHAIR REPORTS

Mrs. Bateman shared that two out of the four Endowed Chair recipients could not make it to the meeting, Dr. Deborah Milliken who received the Endowed Teaching Chair for Dental Education and Kathleen Cappo who received the Endowed Teaching Chair for Nursing Education. Mrs. Bateman introduced Mr. Daniel Sanches who is the recipient of the Norm and Laurie Stephens Endowed Teaching Chair and Mrs. Peggy Sueppel who received the Bill and Lisa Jarrett Endowed Teaching Chair in Business. Mr. Sanches and Mrs. Sueppel presented their approved project(s) to the board. Mrs. Bateman then congratulated and awarded them each a plaque.

VIII. PRESIDENT'S COMMENTS

Dr. Leitzel introduced Mr. Corey Allain with Nucor Steel and welcomed him to the Foundation Board.

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Dr. Leitzel then shared that the Aspen Institute named South Florida State College as one of the Top 25 colleges out of 1,200 in the nation. In June, the South Florida State College will find out if we have been narrowed down to the Top 10.

IX. FOUNDATION UPDATES

a. Mrs. Bateman reviewed the master calendar and pointed out the proposed meeting dates and locations for the 2022-2023 Foundation Board meetings. The meetings typically take place on the second Tuesday of each month except for May which is held on the third Tuesday. She asked if there was a time preference, morning, noon or evening. The board suggested in switching between noon and 5:30 p.m. with the Executive Committee meetings at noon. Mrs. Bateman asked for a motion to approve the Executive Committee meeting dates and times as presented and the full board dates as presented and she would alternate meeting times as requested. Dr. Cornelius made a motion, seconded by Mr. Kelly to accept the meeting dates and times as presented. The motion passed unanimously.

b. Mrs. Bateman reviewed the annual sponsorship opportunities. Mrs. Bateman asked the Board to approve of the \$2,500 level sponsorship for the SFSC Performing Arts program that the Foundation has done in the years prior. Dr. Cornelius made a motion, seconded by Mr. Kelley to approve the SFSC Performing Arts sponsorship of \$2,500. The motion passed unanimously.

c. Mrs. Bateman shared the lease agreement between the Hotel Jacaranda and the College. It is \$7,044 per month agreement to lease the Hotel/Restaurant for classrooms, laboratories, offices and other ancillary spaces as needed for the College-sponsored programs. Mrs. Bateman requested a motion to approve of the lease agreement with the College. Dr. Cornelius made a motion, seconded by Dr. Willey to approve the lease agreement as presented. The motion passed unanimously.

d. Mrs. Bateman shared the 1st Annual Student Scholarship Reception on April 7th and it was a huge success. After the reception, a few donors showed interest in contributing more to the students as well as the trade programs. Mrs. Bateman and Miss Massey will be scheduling meetings throughout the summer with our donors to go over their scholarship criteria with them and see if they want to go in a different direction with the funds. Mrs. Bateman spoke with Mr. Jarrett who would like for the money that he donated for scholarships to go to the program as a whole instead.

Mrs. Bateman reviewed the Scholarship report attached to the Board packets. She shared the total scholarship amounts awarded and the total number awarded to the students for this year compared to the years prior. In 2020-2021, she stated that there

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was a decrease in the amount and the number of scholarships that were awarded due to the CARES Act funds that the college received. Mrs. Bateman stated that we were able to give students who applied for the CARES Act funds a \$1,000 each which led to most of our students with no financial need. We awarded a total of 338 scholarships last year and we have seen much improvement this year. We are already up this year at a total of 343 scholarships, not including the summer 2022 term.

e. Due to the hail storm in April, Mrs. Bateman shared that the insurance adjuster walked through the premises and assessed the damage. They reported many broken windows, screens, window frames, room damage, AC unit damage and much more. The storm reduced the life of the roof, but there have been no reports of leaks. On the roof alone, the insurance will only pay up to the cost of the roof when it was originally put on in 2005 for \$180,293. Today's cost for a total roof repair is \$645,000 and the cost for a full roof replacement would be \$980,000.

Mrs. Bateman stated that the electrical work will resume on the east side of the second floor of the hotel side. Plumbing will resume as soon as rooms become available with the majority of the work being scheduled this summer.

There was a major leak over Sherco's office that came from the third floor drain pipe off of a shower. Unfortunately, it completely ruined their desk and paperwork that they had spent over 10,000 hours working on.

In regards to the windows, Mrs. Bateman stated that the Specialized Window Company has submitted a bid for the work on the north side of the Jacaranda to replace the windows. The bid consists of restoring the wood inside of 75 windows through the dorm unit in the north wing, installing ¼ inch laminated glass in lieu of the original glass, and fabricating and installing a new window frame, complete with interior trim, in addition to the base bid.

Mrs. Bateman shared the total price is \$255,650, it increased \$30,000 from the fall of last year when we first requested a quote. The City of Avon Park CRA has approved a façade grant in the amount of \$105,000 that will go toward the window replacement project. Mrs. Bateman stated that the Board will need to act fast in agreement to ensure a timely completion before students move back into the dorms in the fall. The façade grant does have an expiration date of 6 months to start a project. The remaining balance that the Foundation will pay is \$150,650. Mr. Elliott, on the college side and Mr. Swaine, representing the Foundation have both reviewed and accepted the terms to this agreement. Judge Estrada asked Mrs. Bateman how much

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longer until we break ground on the new dorm facility? Mrs. Bateman stated that the plans were to break ground next summer, however, it has been pushed back.

Judge Estrada made a motion, seconded by Mr. Elwell for Mrs. Bateman to sign the contract with Specialized Window's, and approve the contracted amount of \$255,650 with \$105,000 of the Avon Park City CRA façade grant to be applied to the outstanding balance. The motion passed unanimously.

f. Mrs. Bateman shared photos that she received this week when the roof had collapsed in one of bathrooms on the dorm side. Judge Estrada shared his concerns with the board regarding the Hotel Jacaranda and the liabilities that Foundation will come across if the roof collapses again but next time while a student is living inside of the dorm room.

Mrs. Bateman stated that she had another zoom meeting with the board attorney, Mrs. Fuchser, Dr. Leitzel, Mr. Elliott along with representation from the Developer and his legal team regarding the dorms on April 12th. Mrs. Bateman stated that we are still working out some of the specifics on the documents while the developer is reworking the numbers on the building and overall costs. We are currently waiting to hear back from the Developer and his team on the Master Lease obligations, confirmation from the developer on the cost, along with building maintenance schedules and standards. Mrs. Bateman stated that Mr. Swaine and Mrs. Karlson have both let the developers know that we will need to move along and we can't wait forever. Mrs. Bateman shared a comment that she received from Mr. Atchley on behalf of the District Board of Trustee's, "The DBOT sends accolades on the Foundation Boards efforts to our persistence on staying with the dorm project and all that is needed to oversee and keep it going forward, we desperately need new dorms." Mr. Kelly then asked Mrs. Bateman what will happen if they back out of the project. Mrs. Bateman stated that we will have to start the entire process over again.

g. Mrs. Bateman shared a few photos to the Board that were taken of her and Mrs. Fuchser's presentation at the Coffee and Conversations in Sun N' Lakes last month. A picture of the Mason G. Smoak Foundation, a group of students from all of the local high schools had a tour of the Highlands campus then visited the Jacaranda Hotel and ate lunch at the Jacaranda Restaurant.

Mrs. Bateman then shared a photo of the Automotive Program with the Lake County Cruisers who gave a donation to the program in support of the Bill Jarrett Automotive Scholarship. Mr. Scott Teeters and Mr. Ron Ellerman with the Lake County Cruisers

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would like to continue to support the program and would like to host one of their car shows on our campus on a Friday during the fall. Their car shows consists of 75 to 100 cars with food vendors, and live radio broadcast. All proceeds will come back to benefit the college. This event will give us an opportunity to engage in new friends and donors.

h. In regards to the appropriation requests, Mrs. Bateman shared that the request for the Clinical Immersion Center was approved temporarily. The other requests such as the CDL Program CIC was not approved along with the Mobile Welding Lab and the Hotel Jacaranda.

X. ALUMNI AND OUTREACH UPDATE

Mrs. Fuchser shared photos with the Board of the Scholarship Reception that the Foundation hosted at the Highlands campus on April 7th. She explained that the event was an opportunity for our donors to meet the students who received their scholarships and for the students to meet the donor who made their scholarship happen. There were 37 people in attendance, 6 donors and 31 students plus their guests.

Mrs. Fuchser then gave a review of the Foundation's Annual Legacy Showcase and Fundraiser Event. She stated that everyone who attended the event this year just raved about it. They really enjoyed the food and the entertainment. There was 210 people who RSVP and 147 people attended. We had \$13,000 in ticket sales, \$175 in donations before the event and \$1,509 in performer tip donations which increased from last year. Our current expenses estimated at \$10,250, the estimated profit at this time is \$4,400 and that is down from last year which was \$8,200. Mrs. Fuchser initial review is due to one less orange sponsorship of \$1,500 and approximately \$1,000 in pre-event donations.

Mrs. Fuchser shared the student spotlight of the month who is Amyann and Kaitlin. They are twin sisters that attend SFSC and working towards their goals and dreams of owning their own businesses.

Mrs. Fuchser shared that she spoke with the Director of the Children's Museum who was very grateful for the Murder Mystery Deposit that the Foundation donated. They are looking at dates for possible this October or the spring of 2023. She stated that they are working on sponsorship recognition opportunities for us and would be delighted to have some of our board members in attendance.

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Mrs. Fuchser shared a few fun facts with the Board regarding the students in the Spring Commencement Ceremony on May 10th. There were 286 graduates who walked across the stage between the two ceremonies. Overall, there were about 440 students who graduated in the spring 2022 semester. Mrs. Fuchser stated the Alumni Association grad tent was successful.

Mrs. Fuchser shared that the Alumni Association Advisory Board nomination forms are online and will be due by July 28th. Any alumni may nominate themselves or another alumni for the board positions and officers.

Mrs. Fuchser announced the next Alumni Networking event will take place on July 19th at Beef O' Brady's from 5:00 p.m. to 7:00 p.m. in Hardee.

XI. ELECTION RESULTS

Mrs. Bateman announced the 2022-2024 Foundation Executive Committee. The new officers are as follows; Mr. Don Elwell, President, Mr. Darrell Jensen, Vice President, Mrs. Robin Weeks, Treasurer, and Mr. Michael Kelly, Secretary.

XII. TIME FOR DIRECTORS

Mrs. Bateman recognized the following board members who were all unable to come to the meeting; Mr. Jarrett, Mr. Shoop and Mrs. Hartt for all that they have done for the College, Foundation and Hotel Jacaranda. Mrs. Bateman then thanked Mr. Stephenson for all that he has done for the Foundation in the past two years as the Board President.

Mr. Stephenson asked if there were any additional questions or concerns. There were none.

XIII. ADJOURNMENT

There being no further discussion, Mr. Stephenson adjourned the meeting at 7:40 p.m.

Respectfully submitted,

Michael Kelly

Board Secretary