

**BOARD OF DIRECTORS MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE FOUNDATION, INC.
HOTEL JACARANDA
SEPTEMBER 13, 2022**

Members Present:

Mr. Corey Allain	Mr. Michael Kelly	Dr. Catherine Cornelius
Mrs. Sandee Braxton	Ms. Patricia Manderville	Mrs. Christy Crews
Judge Peter Estrada	Mrs. Becky McIntyre	Mr. Don Elwell
Mr. Darrell Jensen	Mr. Tres Stephenson	Dr. Thomas Leitzel

Excused:

Mrs. Robin Weeks	Mr. Robert Duncan	Judge Angela Cowden
Dr. David Willey		

Others Present:

Mrs. Jamie Bateman	Miss Taylor Massey	Mrs. Anastasia Fuchser
Mr. Peter Elliott	Dr. Michele Heston	

I. CALL TO ORDER, ADOPTION OF AGENDA

At 12:00 p.m., Mr. Elwell, President, called to order the meeting of the Board of Directors of the South Florida State College Foundation. Mr. Elwell asked for a motion to adopt the agenda of the September 13, 2022 meeting. Mr. Elwell made a motion, seconded by Judge Estrada to accept the agenda as presented. The motion passed unanimously.

II. APPROVAL OF MINUTES

Mr. Elwell asked for a motion to accept the minutes of the May 17, 2022 Board of Directors meeting as presented. Judge Estrada made a motion, seconded by Mr. Stephenson to accept the minutes. The motion passed unanimously.

III. FINANCIAL REPORTS

Mrs. Teresa Vorous was excused from the meeting. Mrs. Bateman reviewed the Consolidation Balance Sheet as of July 31, 2022, the Investment report through July 31, 2022 as well as the Gift Summary Report from May 1, 2022 through August 31, 2022. There were no questions or concerns. Mr. Kelly made a motion, seconded by Mr. Jensen to accept the Financial Reports as presented. The motion passed unanimously.

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Mrs. Bateman spoke with a financial advisor from South Street Advisors who offered to report to the Foundation Board. She presented this information to the Executive Committee on August 9, 2022 who agreed that the financial advisor may present to the finance committee during the 4th quarter. Mrs. Bateman will update the Board as she finds out more information.

IV. WARRANT LISTS

Mrs. Weeks was unable to attend the meeting so Mr. Jensen reviewed the Warrant List from April 1, 2022 through July 31, 2022. Mr. Jensen had no questions or concerns. Mrs. Manderville made a motion, seconded by Dr. Cornelius to approve of the Warrant List as presented. The motion passed unanimously.

V. PRESIDENT'S COMMENTS

Dr. Leitzel shared that Dr. Valentine accepted a President's position at Lamar Institute of Technology in August. Dr. Heston is now the Interim Vice President of Academic Affairs and Student Services and Dr. Kathleen Cappo serves as the interim Dean for Health Sciences.

Dr. Leitzel announced that he will be retiring on June 30, 2023. As he plans for the future, he introduced Mrs. Bateman as the new Vice President of Institutional Advancement and External Affairs. She will now oversee the Foundation, Cultural Arts program and the Community Relations and Marketing department.

Dr. Leitzel shared a couple photos from recent events on campus such as Welcome Back and Club Rush. Dr. Leitzel mentions that a new program, Surgical Services and Technology will be starting this fall and will be located at the South Florida State College campus in Hardee. He mentioned that the enrollment for the fall term has increased by 6% from the year prior. There is an increase of students enrolled in the bachelor and CTE programs as well.

At the beginning of 2022, Governor DeSantis presented a check to SFSC's Commercial Vehicle Driving program. Dr. Leitzel announced that the program purchased a truck simulator that allows students to practice in all types of weather conditions. The EMT program received a new ambulance simulator as well. Dr. Leitzel stated that the program now has three ambulance simulators that allow students to have a better understanding and experience of real situations that could occur.

Dr. Leitzel thanked AdventHealth Sebring for their outstanding partnership with the college. He shared photos from the unveiling of the new AdventHealth Sebring Center for Nursing Excellence on July 13, 2022.

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Duke Energy presented a check for a grant to the Electrical Lineworker Career Certificate program through the Foundation. Dr. Leitzel shared photos from the presentation of the check that took place on August 25, 2022 at the campus in Hardee.

VI. FOUNDATION UPDATES

- a. Mrs. Bateman reviewed the Foundation's upcoming events and Board of Directors meeting for 2022-2023. She encouraged the members to save the date for the Jacaranda Jubilee on November 28, 2022 at 6:30 p.m. and the Christmas Luncheon on December 6, 2022 at Noon. Both events will take place at the Hotel Jacaranda.

Mrs. Bateman welcomed Mr. Joe Wright as the new District Board of Trustee Liaison to the Foundation Board of Directors.

Mrs. Bateman shared that the Foundation received a grant from Duke Energy for \$82,150 for our Linemen program. Duke has asked to schedule quarterly phone calls to see how they can become more involved.

- b. Mrs. Bateman shared with the members of the latest constructions updates at the Hotel Jacaranda. As of August, we have spent \$92,765.14 on plumbing, \$213,556.34 on electrical and \$95,109.96 on the windows. Mrs. Bateman shared photos with the members comparing what the Hotel Jacaranda windows looked like before and after Specialized Property Services replaced them all on the dorm side last month.

Mrs. Bateman stated that there have been ongoing issues with leaks at the Hotel Jacaranda that have caused holes in ceilings on the dorm side. A few students were relocated to the Hotel side for a couple days while our maintenance department as well as C&C Plumbing and Repair came in to resolve the issues.

Mrs. Bateman mentioned that Tyler Patak from Parker Mudgett Smith Architects, Inc. came to do a walk-through assessment of the Hotel Jacaranda. She stated that this assessment will be an asset to the Foundation on the overall structure status of the Hotel Jacaranda and would be an asset if the Board decides to move forward on the sale of the Hotel. The Executive Committee made a motion to approve the proposal for the architectural review of the existing conditions for the Hotel in the amount of \$57,060.

Meanwhile, Mrs. Bateman asked for a quote on a structural engineer component to the above approved assessment. She stated that that were three quotes given from \$10,260 - \$15,760 with recommendations from the architect firm. The recommended company and quote are Liebl and Barrow Engineering, Inc out of Fort Myers for \$10,260. This company is known for many historic preservation

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assessments and actual building projects. After further discussion amongst the Board, Dr. Cornelius made a motion, seconded by Judge Estrada to approve of the proposal for the structural engineer component to the approved assessment for the Hotel Jacaranda in the amount of \$10,260 by Liebl and Barrow Engineering, Inc.

After numerous inspections and meetings with insurance adjusters, Mrs. Bateman stated that the Foundation is moving forward with an arbitration process to ensure we capture the maximum amount necessary for roof repairs caused by the hail storm in April. The amount spent for window repair is \$2,544.18 and the roof estimate is \$488,725.45 to date.

The Executive Committee did move to authorize the Vice President of Institutional Advancement and External Affairs or her designee to initiate and participate in arbitration on behalf of the Foundation regarding the insurance claim for the hail damage to the Hotel Jacaranda.

Mrs. Bateman shared with the Board that she received a notice in the mail on April 25, 2022 that our insurance for the Hotel Jacaranda was on a non-renewal notice. After speaking with Mr. JC Shoop, he understood that the information may not be available until this fall. The expiration is set for October 26, 2022. Mrs. Bateman spoke with Mr. Elliott who was able to check with the consortium and they agreed to add the Hotel Jacaranda under their umbrella, allowing us to have coverage under the consortium.

- c. After discussion with the contractor of the dorms, Mr. Marty Wohl, he is in a verbal agreement with our projected numbers on what we need to do to make the dorm project a go. The Foundation has decided to remove some of the operating expenses that are already being absorbed by the college, to help reduce his overall costs which in turn will help reduce the amount of rent he needs to charge per student. He is running numbers again and will present us with another proposal. We will then review those numbers to ensure that it is something we feel our students can manage and afford.

Mrs. Bateman stated that we are currently working on the final numbers for the dorm facility. There are other options to pursue if we cannot come to agreement with the current developer. The first possibility would be to apply for a USDA loan. Mrs. Bateman spoke with Mayor Shoop who is connected with a colleague at the USDA department and they did indicate that we would qualify for a loan due to our rural status. The maximum amount that we could receive would be \$200 million. With this option, the Foundation would hold the note and hire a contractor to build the dorms while still maintaining our current role of operation. In order to do this, it would have to be approved by the District Board of Trustees

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since our Bylaws state that we can't exceed \$500,000 in loans without their approval.

- d. Scholarship audits continue, Mrs. Bateman shared a photo of Dr. MaryAnn Lewis, a donor who decided to change her scholarship criteria preference to spouses of front-line workers to students who have graduated with their GED.
- e. Mrs. Bateman mentioned she resubmitted two appropriations requests under the Local Support Grant with the state. She stated that the submitted grants were for the Hotel Jacaranda for \$1.4 million and the Mobile Welding Lab for \$1.5 million. Unfortunately, both of them were denied.
- f. Mrs. Bateman shared that she had been approached by a potential donor who is very interested in a naming opportunity. Dr. Leitzel commented that this is the second largest gift that South Florida State College has received.
- g. With Mrs. Bateman's title change, all documents within the Foundation, to include Bylaws, will need to be updated. Until then, the President is able to sign anything on behalf of the board until such Bylaws changes are made. Mr. Elwell asked the Board if any of them would be willing to be on a Bylaws committee. Mr. Allain, Mrs. McIntyre, Mr. Jensen, Mrs. Braxton, Judge Estrada and Dr. Cornelius volunteered to review and make the necessary changes as needed.

VII. ALUMNI RELATIONS AND OUTREACH

Mrs. Fuchser announced Mr. Javier Hernandez as the student spotlight of the month. Mr. Hernandez is on working on his Associate of Arts degree and will then continue on and pursue a doctorate in dental medicine. Mrs. Fuchser shared a photo of the young man at the Commencement Ceremony last spring.

Mrs. Fuchser shared that the Foundation is hosting the Annual Student Scholarship Reception on October 6, 2022 at 5:30pm in the University Center. This is an opportunity for our scholarship donors to meet the students who have received their scholarship and for the student to meet the donor who made their scholarship happen.

Mrs. Bateman and Mrs. Fuchser met with several annual sponsors and event sponsors this summer to connect and thank them for all that they do. Mrs. Fuchser stated that she found it was greatly appreciated to just have lunch with them and share information about SFSC and the Foundation.

On August 5th, the Alumni elected a new Advisory Council, there are three new faces involved in the officer positions and Mrs. Fuchser is very excited for it. The new Advisory Council is as follows; Kelly Dressel, Chair; Eric Bautista, Vice Chair; Heather Smith, Secretary; Lena Phelps, Past Chair; and Christina Martin, Brittany Keaton, Council Member.

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Mrs. Fuchser announced a new award called, The South Florida State College Panther Alumni Society Hall of Fame. The SFSC Alumni Association would like to honor alumni from all walks of life who have left their marks on their careers, communities, and the lives of others. This will be awarded at the Scholarship Reception on October 6th in hopes of alumni connecting with students and see how donors have helped the students as well as allowing students to see and know a successful alumnus.

Mrs. Fuchser hosted a networking event in July at the Beef O Brady's in Hardee. The next networking event will be held on September 21st at Lake Placid Elementary for an SFSC Alumni pizza party to kickoff a great school year. Mrs. Fuchser will be back again in Lake Placid for another networking social on October 13, 2022 at Wet Dogs in Lake Placid between 5:00 p.m. to 7:00 p.m.

Mrs. Fuchser gave a quick overview of Club Rush held on September 1 at the Highlands Campus. She met with 36 students, welcomed and introduced students to SFSC and the Young Alumni Club.

Mrs. Fuchser has scheduled four monthly meetups for this fall term. The dates are as follows; September 20, October 4, November 8 and December 1.

Mrs. Fuchser shared that she receives 1-2 new friend requests every week or so on LinkedIn. She has one new Facebook friend every few weeks or so but has had a lot of traction on posts. As for the newsletter, open rates have increased over this past year from the single digits to double digits.

VIII. TIME FOR DIRECTORS

Mr. Elwell asked the Board if there were any additional questions, comments or concerns.

IX. ADJOURNEMENT

There being no further discussion, Mr. Elwell adjourned the meeting at 1:33 p.m.

Respectfully Submitted,

Michael Kelly

Board Secretary