



Approved April 13, 2021

**Monday, January 25, 2021
3:30 PM (Eastern)
Virtual Meeting**

I. **Call to Order**

Committee Chair, Blake Paul, called the meeting of the Florida Polytechnic University Foundation Policy and Governance Committee to order at 3:31 PM

II. **Roll Call**

Kim Kennedy called the roll: Chair, Blake Paul; Shelley Robinson, Loretta Sanders and Donna Slyster were present (Quorum). Foundation CEO, Kathy Bowman, was also present. Staff present were: David Brunell, Assistant General Counsel and Kim Kennedy, Executive Assistant to the Foundation CEO.

III. **Public Comment**

Kim Kennedy stated no requests to speak were received.

IV. **Approval of Minutes**

A. September 30, 2020

Loretta Sanders motioned to approve the minutes of the September 30, 2020 Florida Polytechnic University Foundation Policy and Governance Committee meeting. Donna Slyster seconded the motion; a vote was taken, and the motion passed unanimously.

B. December 14, 2020

Shelley Robinson motioned to approve the minutes of the December 14, 2020 Florida Polytechnic University Foundation Policy and Governance Committee meeting. Loretta Sanders seconded the motion; a vote was taken, and the motion passed unanimously.

V. **Approval of Policy Revisions – Section 2**

A. 2.01 Gift-Related Naming of Buildings and Facilities

Donna Slyster motioned to approve the proposed revisions to policy 2.01 Gift-Related Naming of Buildings and Facilities with the following edits:

- *Section B, Paragraph 4 – Change the word “and” to “any”*

Loretta Sanders seconded the motion; a vote was taken, and the motion passed unanimously.

B. 2.04 Fundraising and Gift Acceptance

Shelley Robinson motioned to approve the proposed revisions to policy 2.04 Fundraising and Gift Acceptance as presented. Donna Slyster seconded the motion; a vote was taken, and the motion passed unanimously.

C. 2.05 Gift Agreements

Loretta Sanders motioned to approve the proposed revisions to policy 2.05 Gift Agreements with the following edits:

- *Section B, Paragraph 1 – Remove the parenthetical phrase “or other written form”.*

Donna Slyster seconded the motion; a vote was taken, and the motion passed unanimously.

D. 2.06 Use of Scholarship Gifts

Donna Slyster motioned to approve the proposed revisions to policy 2.06 Use of Scholarship Gifts with the following edits:

- ***Description Box – Change the policy number from 2.05 to 2.06 to align with the policy Loretta Sanders seconded the motion; a vote was taken, and the motion passed unanimously.***

E. 2.07 Donor Restrictions on Gifts

Loretta Sanders motioned to approve the proposed revisions to policy 2.07 Donor Restrictions on Gifts as presented. Donna Slyster seconded the motion; a vote was taken, and the motion passed unanimously.

F. 2.08 Gifts to Support Scholarly Activities of Faculty

Donna Slyster motioned to approve the proposed revisions to policy 2.08 Gifts to Support Scholarly Activities of Faculty as presented. Loretta Sanders seconded the motion; a vote was taken, and the motion passed unanimously.

G. 2.09 Gifts Made through Payroll Deductions

Shelley Robinson motioned to approve the proposed revisions to policy 2.09 Gifts Made through Payroll Deductions as presented. Loretta Sanders seconded the motion; a vote was taken, and the motion passed unanimously.

H. 2.10 Required Approvals for Gift Solicitations

Upon review of the Section 2 policies, the Office of the General Counsel recommended repeal of policy 2.10 Required Approvals for Gift Solicitations. In that review, it became clear that this policy really speaks to the University's Advancement functions rather than a role the Foundation plays directly – to borrow a phrase, it's outside the Foundation's "jurisdiction". For example, "third-party events for the benefit of the University" should be approved by the Vice President of Advancement (a University role) rather than by the Foundation's CEO.

Donna Slyster motioned to repeal policy 2.10 Required Approvals for Gift Solicitations. Loretta Sanders seconded the motion; a vote was taken, and the motion passed unanimously.

I. 2.11 Acceptance of Securities as Gifts

Loretta Sanders motioned to approve the proposed revisions to policy 2.11 Acceptance of Securities as Gifts with the following edits:

- ***Section B, Item 3, Sentence 1 – add the phrase "can be accepted subject to CEO approval or designee" at the close of the sentence.***
- ***Section B, Item 4 – Create a new item to read "Marketable securities will be sold upon receipt unless otherwise directed by the CEO or designee."***

Donna Slyster seconded the motion; a vote was taken, and the motion passed unanimously.

J. 2.12 Acceptance of In-kind Contributions

Loretta Sanders motioned to approve the proposed revisions to policy 2.12 Acceptance of In-kind Contributions with the following edits:

- ***Section B, Paragraph 2 – Add the phrase "a global non-profit association dedicated to educational advancement" at the close of the sentence.***
- ***Section C, Item 1 – Change "In-Kind" to "In-kind"***

Donna Slyster seconded the motion; a vote was taken, and the motion passed unanimously.

K. 2.13 Acceptance of Real Property Gifts

Donna Slyster motioned to approve the proposed revisions to policy 2.13 Acceptance of Real Property Gifts with the following edits:

- *Section B, Item 1 – Add the phrase “in consultation with the University President” at the close of the sentence.*

Loretta Sanders seconded the motion; a vote was taken, and the motion passed unanimously.

L. 2.14 Acceptance of Planned Gifts

Donna Slyster motioned to approve the proposed revisions to policy 2.14 Acceptance of Planned Gifts with the following edits:

- *Section B, Item 1 – Change the word “will” to the word “may”*

Loretta Sanders seconded the motion; a vote was taken, and the motion passed unanimously.

VII. Closing Remarks and Adjournment

With no further business to discuss the meeting of the Florida Polytechnic University Foundation Policy and Governance Committee adjourned at 4:31 PM