



Approved August 27, 2021

**April 23, 2021
9:00 AM
VIRTUAL MEETING**

I. Call to Order

In the absence of Alice Hunt, Jack Harrell called the meeting of the Florida Polytechnic University Foundation Board of Directors to order at 9:02 AM.

II. Roll Call

Kim Kennedy called the roll: Jack Harrell; Cindy Alexander, Phillipa Greenberg, Ford Heacock, Travis Hills, Joshua McCoy, Ivette O'Doski, Blake Paul, Ryan Perez, Dr. Muhammad Rashid, Lauren Schwenk, Hailey Skoglund, Donna Slyster and Vic Story were present. (Quorum). Kathy Bowman, Foundation CEO, was also present.

University staff present: Dr. Randy Avent, University President; David Brunell, Assistant General Counsel; BenMatthew Corpus, Vice Provost of Admissions and Financial Aid; Gina Delulio, VP and General Counsel; Kim Kennedy, Executive Assistant to the Foundation CEO; Larry Locke, Director of Finance and Development Operations/Foundation COO, and Melaine Schmiz, Assistant General Counsel.

III. Public Comment

Kim Kennedy stated there were no requests for public comment received.

IV. Approval of Minutes

Jack Harrell asked if there were any suggested changes or edits to the minutes of the Florida Polytechnic University Foundation Board of Directors meeting held February 5, 2021. Hearing none, the minutes were approved.

V. Committee Reports

A. Audit Committee

Ford Heacock, Audit Committee Chair, reported the Committee met on April 6, 2021, at which time the minutes of the meeting held on January 28, 2021 were unanimously approved.

Additionally, the Committee received the Foundation's IRS Form 990 as presented by CRI, the Foundation's audit firm.

This concluded the report of the Audit Committee.

B. Finance Committee

Cindy Alexander, Finance Committee Chair, reported the Committee met on April 21, 2021, at which time the minutes of the meeting held on January 19, 2021 were unanimously approved.

Additionally, the Committee received the Foundation's 3rd Quarter Financials presented by Larry Locke. Lastly, the Committee unanimously approved the FY22 proposed operating budget which now comes before the Board for final approval.

Ford Heacock moved to approve the Foundation FY22 Operating Budget as presented. Vic Story seconded the motion; a vote was taken, and the motion was unanimously approved.

C. Nomination Committee

Jack Harrell, Committee Chair, reported the Nomination Committee met on April 13, 2021, at which time the minutes of the meeting held on February 5, 2021 were unanimously approved. He then turned the Committee report over to Kathy Bowman to conduct the election of the Foundation Board of Directors Officers.

1. Office Elections

a. **Chair**

Kathy Bowman stated the Committee met on April 13, 2021, and a nomination for Alice Hunt to serve as Chair of the Florida Polytechnic University Foundation Board of Directors was received from Jack Harrell. In accordance with Policy 1.06, Kathy opened the floor for additional nominations. Hearing none, the floor was closed.

Kathy stated for the record she had been in contact with Alice who graciously accepted the nomination.

A vote was conducted with Alice Hunt as the sole nominee. The "ayes" were unanimous, and Alice Hunt was elected as Foundation Board of Directors Chair.

b. **Vice Chair**

Kathy stated the Committee met on April 13, 2021 and from and a nomination for Jack Harrell to serve as Vice Chair of the Florida Polytechnic University Foundation Board of Directors was received from Alice Hunt. In accordance with Policy 1.06, she opened the floor for additional nominations. Hearing none, the floor was closed.

Jack Harrell stated he was pleased to accept the nomination.

A vote was conducted with Jack Harrell as the sole nominee. The "ayes" were unanimous, and Jack Harrell was elected as Foundation Board of Directors Vice Chair.

Kathy then turned the Nomination Committee report back to Jack Harrell.

2. Approval of Director Reappointments

Jack Harrell reported the names of Alice Hunt, Lauren Schwenk, and Seretha Tinsley were unanimously approved for reappointment during the Committee's April 13, 2021 meeting and now were coming before the full Board for approval. If approved, their names will go before the University's Board of Trustees for final confirmation during its next scheduled meeting.

- **Alice Hunt**
Vic Story moved to approve the reappointment of Alice Hunt to the Board of Directors. Phillipa Greenberg seconded the motion, a vote was taken, and the motion was unanimously approved.
- **Lauren Schwenk**
Donna Slyster moved to approve the reappointment of Lauren Schwenk to the Board of Directors. Ford Heacock seconded the motion, a vote was taken, and the motion was unanimously approved.
- **Seretha Tinsely**
Ford Heacock moved to approve the reappointment of Seretha Tinsley to the Board of Directors. Donna Slyster seconded the motion, a vote was taken, and the motion was unanimously approved.

3. Approval of Director Nominees

Jack Harrell reported the names of Adrian Muhammad, Michael Tschanz and Ryan Whittemore were unanimously approved by the Committee as nominees and are now coming before the full Board for approval. If approved, their names will then be presented to the University's Board of Trustees for final confirmation during its next scheduled meeting.

- **Adrian Muhammad**
Vic Story moved to approve the nomination of Adrian Muhammad to the Foundation Board of Directors. Ford Heacock seconded the motion; a vote was taken, and the motion was unanimously approved.
- **Michael Tschanz**
Ford Heacock moved to approve the nomination of Michael Tschanz to the University Foundation Board of Directors. Donna Slyster seconded the motion; a vote was taken, and the motion was unanimously approved.
- **Ryan Whittemore**
Donna Slyster moved to approve the nomination of Ryan Whittemore to the Foundation Board of Directors. Vic Story seconded the motion; a vote was taken, and the motion was unanimously approved.

Jack stated this concluded the report of the Nomination Committee.

D. Policy and Governance Committee

In the absence of Blake Paul, Jack Harrell conducted the meeting of the Policy and Governance Committee meeting held on April 13, 2021, during which the minutes from the meeting held on January 15, 2021 were unanimously approved.

Additionally, six policy revisions, three from Section 3 and three from Section 5, were unanimously approved and were placed on today's Consent Agenda.

This concluded the report of the Policy and Governance Committee.

VI. **Consent Agenda**

Jack Harrell stated the items contained in the Consent Agenda went before the Policy and Governance Committee on April 13, 2021 and were unanimously approved.

Jack asked if anyone wished to remove any of the items appearing on the Consent Agenda. Hearing none, Jack entertained a motion to approve the Consent Agenda.

Vic Story moved to approve the items on the Consent Agenda. Phillipa Greenberg second the motion; a vote was taken, and the motion was unanimously approved.

VII. **Presentations and Updates**

A. Foundation Chair Remarks

In the absence of Chair, Alice Hunt, Jack Harrell stated he was pleased to see the reappointment of three Directors along with the appointment of three new Directors. He stated he is hopeful to see the addition of a few more Director nominees during the August 27 meeting.

B. Foundation CEO Remarks

Kathy Bowman, Foundation CEO, presented information regarding the following to the Board:

1. Moves Management
 - a. Identification
 - b. Qualification
 - c. Cultivation
 - d. Solicitation
 - e. Gift/Pledge
2. Blackbaud Raiser's Edge
3. Fundraising YTD (Net Production)
4. Key University Goals
5. Stewardship

C. Admissions Update

Dr. BenMatthew Corpus, Vice Provost of Admissions and Financial Aid, provided an extremely informative report. He stated the University currently has approximately 1400 students. He also reported applications are up 26% with deposits and transfer students also experiencing an increase over last year.

D. **President's Remarks**

The University President, Randy K. Avent, provided an update to the Board. He reported on the following topics:

1. COVID-19 Update
2. Admissions
3. Faculty Hiring
4. Key Leadership Positions
5. Legislative Budget
6. Performance Based Funding

VIII. **Future Events and Meeting Dates**

Jack Harrell called the Board's attention to the event and meeting dates listed in the agenda and requested the Directors place these on their calendar and plan to attend if possible.

IX. **Closing Remarks and Adjournment**

With no further business to discuss, the meeting of the Board of Directors adjourned at 10:08 AM.