



**October 19, 2021
1:00 PM (EST)
Virtual Meeting**

Approved January 18, 2022

I. Call to Order

Committee Chair, Cindy Alexander, called the meeting of the Florida Polytechnic University Foundation Finance Committee to order at 1:01 PM.

II. Roll Call

Kim Kennedy called the roll: Committee Chair, Cindy Alexander, Todd Baylis, Travis Hills, Adrian Muhammad, Loretta Sanders and Ryan Whittemore were present. Kathy Bowman, Foundation CEO, as also present. University staff present: Larry Locke, Director of Advancement Operations/Foundation COO, Kim Kennedy, Executive Assistance to Foundation CEO and Melaine Schmitz, Associate General Counsel were also present. Quorum.

III. Public Comment

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

IV. Approval of Minutes

Ryan Whittemore motioned to approve the minutes of the Florida Polytechnic University Foundation Finance Committee meeting held August 13, 2021, as presented. Todd Baylis seconded the motion; a vote was taken, and the motion passed unanimously.

V. FYY22 First Quarter Financial Review

Larry Locke, Director of Advancement Operations and Foundation COO, presented the following information:

- Foundation Funds Overview
- Foundation First Quarter Financial Overview
- Foundation Investments Overview
- Foundation Budget Overview
- D.S.O. Directive (Direct Spending Organization)
- Transfer of Foundation funds to Florida Poly
- Certification of hours, pay, benefits and room usage
- BOG D.S.O. Procedural Audit

VI. Foundation CEO Update

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

- Foundation Website Overview
- Microsoft TEAMS Overview

VII. Closing Remarks and Adjournment

With no further business to discuss the meeting of the Florida Polytechnic University Foundation Finance Committee adjourned at 1:47 PM.