



May 17, 2022

Approved September 9, 2022

8:15 AM

4700 Research Way, Room 1067/68

Lakeland, FL 33805

I. Call to Order

Foundation Board Chair, Alice Hunt, called the meeting of the Florida Polytechnic University Foundation Board of Directors to order at 8:31 AM.

II. Roll Call

Kim Kennedy called the roll: Chair, Alice Hunt; Vice Chair, Jack Harrell III, Ford Heacock, Travis Hills, Cady Johnson, Joshua McCoy, Adrian Muhammad, Ivette O'Doski, Blake Paul, Hailey Skoglund, Michael Tschanz, Ryan Whittemore and Ana Wood were present (Quorum).

University staff present were: Randy K. Avent, University President; Allen, Bottorff, VP of Administration and Finance; Kathy Bowman, VP of Advancement/Foundation CEO; Cherie Bryant, Director of Donor Relations and Stewardship; Joel Helm, Sr. Director of Major Gifts; Kim Kennedy, Executive Assistant to the CEO; Larry Locke, Director of Advancement Operations/Foundation COO; Paula Reed, Director of Foundation and Corporate Relations; Melaine Schmiz, Associate General Counsel and Lidia Vigil, Director of Foundation and Corporate Relations, Michele Rush, Executive Assistant to President Avent.

University President, Randy Avent, shared remarks with the Board covering the following:

- **Campus growth**
 - Opening of Applied Research Center – August 2022
 - Begin construction of the engineering building – Fall 2022 – two-story building with the second floor being a shell to be finished at a later date
 - In final stages of completing the agreement with International Flavors and Fragrances (IFF) for them to build their Global Innovation Center
 - Near the final stages of releasing an ITN to a company to also construct their building on campus between the IFF building and the engineering building.
- **Students**
 - Fewer in-coming students in the fall due to lack of dorm space
 - ITN in process to build a new dorm – actually two dorms; one 400 beds, and later a 300 bed dorm
 - Plan is to continue to grow students which produces the need for new programs and new faculty
 - Introducing a few new majors – focus on majors producing high-paying jobs and in areas Florida has found gaps
 - ✚ Civil Engineering
 - ✚ New Concentrations

Chair Hunt introduced the University's new VP of Administration and Finance, Allen Bottorff, who addressed the Board.

Chair Hunt also recognized Ana Wood, new Foundation Board Director, who addressed the Board.

III. **Public Comment**

Kim Kennedy stated no requests for public comment were received.

IV. **Approval of Minutes**

Jack Harrell motioned to approve the minutes of the Florida Polytechnic University Foundation Board meeting held February 4, 2022 as presented. Ford Heacock seconded the motion; a vote was taken and the motion was unanimously approved.

V. **Committee Reports**

A. Finance Committee

In the absence of Cindy Alexander, Chair Hunt reported the Florida Polytechnic University Foundation Finance Committee met on April 14, 2022, at which time the minutes of the Finance Committee meeting held on January 18, 2022 were unanimously approved.

Additionally Larry Locke presented the FY22 third quarter financials which will be presented to the Board later in this meeting.

Larry also presented a request for approval of endowment distribution which was unanimously approved and comes before the Board for final approval as part of today's Consent Agenda.

Lastly, the Committee unanimously approved the proposed Foundation FY23 Foundation Budget which now comes before the Board for final approval. Larry Locke then presented the proposed FY23 budget.

Ford Heacock motioned to approve the FY23 Foundation Budget as presented. Jack Harrell seconded the motion; a vote was taken and the motion was unanimously approved.

This concluded the Finance Committee report.

B. Policy and Governance Committee

Committee Chair, Blake Paul, reported the Florida Polytechnic University Policy and Governance Committee met on April 12, 2022 at which time the minutes of the meeting held on October 26, 2021 were unanimously approved.

Additionally, the Committee unanimously approved revisions to policy 2.01 – Gift-related Naming of Building and Facilities which will come before the Board as part of today's Consent Agenda.

This concluded the Policy and Governance report.

C. Audit Committee

Committee Chair, Ford Heacock, stated the Florida Polytechnic University Foundation Audit Committee had not met since the last time this Board convened; therefore, there was nothing to report at this time.

D. Nomination Committee

Committee Chair, Jack Harrell, stated the Florida Polytechnic University Foundation Nomination Committee had not met since the last time this Board convened; therefore, there was nothing to report at this time.

E. Alumni Leadership Committee

Committee Chair, Travis Hills, reported the Florida Polytechnic University Foundation Alumni Leadership Committee met on March 7, 2022, at which time the Committee's structure and operation were discussed. Discussion surrounding the University's Inaugural Giving Day also took place.

The Committee also met on March 21, 2022, at which time the minutes of the meeting held March 7, 2022 were unanimously approved. Additionally, the Alumni Leadership Committee Charter was discussed and unanimously approved.

Lastly, the Committee met April 4, 2022, at which time the minutes of the meeting held March 21, 2022 were unanimously approved. Michelle Disson, Title IX and ADA Coordinator, provided a presentation, as well as Melaine Schmiz, Associate General Counsel, presented relative information concerning Sunshine Law and Confidentiality.

This concluded the Alumni Leadership Committee report.

VI. **Consent Agenda**

Chair Hunt stated the first of the two items found on the Consent Agenda was unanimously approved by the Finance Committee on April 14, 2022, and the second, revisions to policy 2.01 Gift-related Naming of Buildings and Facilities, were unanimously approved by the Policy and Governance Committee on April 12, 2022.

- Endowment Distribution Approval
- Policy 2.01 Gift-related Naming of Buildings and Facilities

Jack Harrell motioned to approve the Consent Agenda. Travis Hills seconded the motion; a vote was taken, and the motion was unanimously approved.

VII. **Presentations and Updates**

A. Foundation Board Chair Remarks

Chair Hunt did not provide additional remarks.

B. Foundation CEO Remarks

Kathy Bowman, Foundation CEO, spoke to the Board regarding the following:

- Quarterly Updates
- Pre-Campaign Planning
- Campaign Leadership

- Board Leadership in Fundraising
- Campaign Dashboard
- Benchmarks
- Fundraising Update

C. COO Financial Report

Larry Locke, Foundation COO, presented the following to the Board:

- 3rd Quarter Statement of Activities – Budget to Actuals
- 3rd Quarter Statement of Activities – Year over Year
- 3rd Quarter Statement of Finance Position – Year of Year

D. Corporate Impact Network

Paula Reed and Lidia Vigil, Directors of Corporate and Foundation Relations, presented the following information to the Board regarding the Corporate Impact Network (CIN):

- CIN Overview
- CIN Benefits Table
- Corporate and Foundation Relations: What We Do
- Corporate and Foundation Relations: Who and How We Serve
- FY22 Contacts to date
- Current Corporate Impact Network Members

E. FL Poly Student Spotlight

Madison Yonash, rising Junior studying Business Analytics with a concentration in Logistics and Supply Chain Management and Presidential Scholar addressed the Board. She currently works in the Office of Admissions, is an Orientation Leader, currently working on two research projects and serves as a Presidential Ambassador. Madison is also the founder and captain of both the Women's Power Lifting and Women's Club Soccer teams. She represented the university at the Power Lifting Collegiate Nationals this past school year. She spoke of her passion toward her STEM education as well as women's sports.

Madison thanked the Foundation Board for their contribution toward the funds which provided her Presidential Scholarship. Being the recipient of this award will allow her to be the first person in her family to receive a bachelor's degree and do so debt-free.

F. Faculty Presentation

Dr. Doga Demirel, Assistant Professor and Assistant Chair of Computer Science, presented to the Board information regarding his current research in the area of Virtual Reality-Based Surgical Simulators. He also provided details relative to his current National Institute of Health (NIH) grant-funded research in collaboration with Rensselaer, University of Central Arkansas, Southwestern Medical Center, Kitware and Harvard Medical School.

VII. **Closing Remarks and Adjournment**

With no further business to discuss the meeting of the Florida Polytechnic University Foundation Board of Directors adjourned at 9:56 AM.