UWF Foundation, Inc.
Board of Directors Meeting
Alumni Conference Room
Pensacola, FL
Minutes of September 25, 2018

Present
Members: Mrs. Gail Dorsey (chair), Mr. Brett Barrow, Mrs. Connie Bookman, Mr. Rick Byars, Mr. David Cleveland, Mr. Jason Crawford, Mrs. Megan Fry, Mr. John Gormley, Mr. Tim Haag, Mr. David Hightower, Mr. James Hosman, Mrs. Kathie Jeffcoat, Ms. Zenani Johnson, Mr. Trip Maygarden, Mr. David Peaden, Mr. Richard Peterson, Mr. Chris Roney, Dr. Martha Saunders, Dr. Sherry Schneider, and Mr. Bruce Vredenburg

Staff: Mr. Howard Reddy, Mr. Daniel Lucas, Mr. Brett Berg, Ms. Missy Grace, Mrs. Allison Morgan, Mrs. Geri Battist, Ms. Jan Butts, and Mrs. Carol Settle

Guests: Ms. Janice Gilley, Dr. Jim Hurd, Ms. Margaret Stopp, Ms. Emily McCallum

Call to Order: Mrs. Dorsey called the meeting to order at 3:30 p.m.

Introductions
Chair Dorsey thanked the members for serving on the UWF Foundation Board of Directors and called for round table introductions.

Roll Call and Approval of the Minutes: Staff verified that a quorum had been established. The Board reviewed the minutes of the meeting held on June 4, 2018. Mr. Vredenburg made a motion to approve the minutes as submitted. Mr. Byars seconded the motion with all members voting to approve the motion.

Information Reports:

University Update: Dr. Saunders presented the report on the University.
- Fans can enjoy a more traditional atmosphere at UWF football games with the addition of the inaugural Argo Athletic Band. The Argo Athletic Band is open to all UWF students with a musical background and is comprised of both music and non-music majors. Dr. Joseph Spaniola wrote the UWF Fight song; expect a ringtone soon.
- UWF welcomed four National Merit Finalists to UWF this year and three last year. These students exemplify top students of the highest caliber and could go to school anywhere and they chose UWF.
- Betsy Bowers has been appointed as Vice President for Finance and Administration, effective September 1, 2018.
- Marc L. Cossich has been appointed as the University’s new Chief of Police. Cossich served for 17 years as police chief and executive director of public safety at Stephen F. Austin University in Nacogdoches, Texas.
- Greg Tomso is the Director of Honors following Greg Lanier’s retirement. Dr. Tomso recently took a group of students to Peru.
- UWF is the first university in Florida to offer a bachelor’s degree in cybersecurity designated by the National Security Agency and Department of Homeland Security as a National Center of Academic Excellence in Cyber Defense. UWF’s bachelor’s degree in cybersecurity addresses the nation’s growing need for graduates with cybersecurity skills that can build secure systems, protect data assets and defend against network and system attack.
• Medical laboratory technicians with an associate degree can apply for a new online program at the University of West Florida to earn a bachelor's degree in clinical laboratory sciences. The Medical Laboratory Technician to Medical Laboratory Scientist, or MLT to MLS, program, will be offered through Complete Florida, a state-funded initiative that supports adults who return to college.

• The University of West Florida celebrated the opening of History Hall, a hallway in the recently revitalized Blount building, located at Garden and Palafox streets which features a mural wall of Pensacola’s storied past, adjacent to a History room with UWF Historic Trust artifacts on display.

• UWF is one step closer to installing permanent sculptures on the Pensacola campus as part of a presidential initiative to commission a landmark work of public art that embodies science, technology, engineering, art and math. The STEAM Public Art Exhibition, originating from one of the initiatives of the Reubin O’D. Askew Institute for Multidisciplinary Studies, displays graphic posters designed by the project’s semifinalists at Voices of Pensacola Multicultural Center in Downtown Pensacola. UWF submitted a call to artists for the production of public art with a STEAM emphasis. More than 120 proposals were received from artists across the U.S. and internationally. From those proposals, 10 semifinalists were selected.

• Global online will launch tomorrow. Through online undergraduate and graduate degree programs, certificates and global partnerships, students can interact with international agencies, compete in virtual high impact experiences and promote cross-cultural understanding across time zones.

• Mrs. Connie Crosby dedicated a bench to UWF’s first President, Hal Crosby in celebration of what would have been his 100th birthday.

• National Conference for Undergraduate Research (NCUR) conducted a site visit last week. UWF applied to host NCUR in 2022. If UWF wins the bid to host there will be approximately 5000 college students on our campus.

Advancement Report: Mr. Reddy shared highlights from the Division of University Advancement providing an update on the gifts, pledges, and planned gifts to date, which totaled more than $13 million for FY 18. Additionally, he highlighted several of the major gifts received since the last board meeting. Mr. Reddy encouraged all Board members to be a donor and explained that it is helpful as we go out into the community to report that we have 100% participation from the Foundation Board members.

Student Presentation: Ms. Emily McCallum, a Pensacola Pledge Scholar recipient, addressed the Board and shared how the scholarship has made it possible to reach her educational goals. It was especially exciting to tell her parents that she would be debt-free and could pursue her dreams of becoming a teacher. Currently, Emily is a sophomore enrolled in Elementary Education.

Updated Sunshine Notice: Foundation Attorney Stopp provided a brief overview of Florida’s Sunshine and Public Records Laws. All Foundation meetings must be publicly noticed and minutes must be recorded. Members shall not meet outside of a publicly noticed meeting to discuss any items that will be voted on within a meeting. All questions and discussion relating to a voting item must take place during a publicly noticed meeting. All Board members must vote except where there is a conflict of interest. The minutes must reflect who presents a motion as well as who seconds the motion. Meetings conducted through electronic means must allow for access to the public where the public can hear all discussion of the Board members. Mr. Reddy and Mr. Lucas
can openly speak to any of the Board members and will not be in violation of the Sunshine Law. A copy of Florida’s Sunshine and Public Records Laws (revised August 23, 2018) is available for review.

Alumni Report: Mr. Barrow, reported that the UWF Alumni Association is governed by its Board of Directors and consists of four officers, six divisional directors, three directors-at-large, student and faculty representatives and ex officio members. There were over 90 in attendance at the First Graduates of Last Decade (GOLD) event. Football season has started and several tailgate and other events are scheduled. Homecoming events are scheduled from October 8 – 13, 2018.

CFO's Report: Mr. Lucas presented the CFO's Report. The annual audit is complete with thanks to staff who do a lot of hard work behind the scene. There is going to be a change in our FY 2019 financials moving from Financial Accounting Standards Board (FASB) to Governmental Accounting Standards Board (GASB) which will require some professional development. Our staff will be attending some governmental accounting conferences in the next few months. There is also an annual nationwide conference in October that will improve our knowledge of donor and financial systems.

Reports of Board Officers and Committees:

Executive Committee/Investment Committee: Mrs. Dorsey reported that UWF intends to permanently discontinue usage of six Southside Village Residence Halls, referred to as Units # 14, 15, 16, 23, 24, and 25 for student housing purposes. These units are currently inadequate to continue to be used as part of the dormitory system due to their condition. To effectuate the change, UWF and the University of West Florida Foundation, Inc. will enter into an amendment to the Sublease Agreement dated September 1, 1998, as amended (the “Sublease”) removing the Substandard units from the Sublease. Therefore, Mrs. Dorsey presented the following motion: Execution of amended sublease reverting Southside Units 14, 15, 16, 23, 24, and 25 back to the University of West Florida. The motion was seconded by Mr. Crawford with all members voting to approve the motion unanimously.

Mr. Byars commented that a year ago the Foundation approved funding for improvements on the Southside Village Residence Halls. Mr. Lucas responded that the funding did not materialize to the Foundation because proposed renovations were significantly over estimate.

Mr. Hosman inquired as to whether the land was owned by UWF and Mr. Lucas replied that yes, UWF does own the land.

Mr. Haag asked how many beds will be taken offline because of the Southside dorms. Mr. Lucas responded that these dorms were taken offline in the summer of 2016 because of the HVAC and other issues. Southside did house approximately 250 beds. Mr. Hightower inquired as to what happens to the buildings. Mr. Lucas explained that there will be a future review and recommendations. UWF might choose to retain one or more for historical reasons.

Investment Committee: Mr. Crawford presented an overview of the Investment Committee’s report. A discussion within committee agreed to implement an Investment Manager Breakfast that includes Foundation members as well as potential community guests. The committee would also like to commit to some student engagement with the committee. Two volunteers from the
committee have agreed to champion engagement strategies with students. The committee is interested in continuing with an educational review of the Investment Committee Bylaws and Investment policy. The committee is charged to invest the portfolio with a long term approach and to focus on capital appreciation. Members of the committee took action at the committee level to allocate funds with a new investment manager. An Investment strategy statement is being drafted for our planned giving area.

Audit/Budget Committee: Mr. Hightower presented the Audit/Budget Committee report. A motion was presented by Mr. Hightower to accept the financial statements as audited by Saltmarsh, Cleaveland & Gund with no material changes. The motion was seconded by Mr. Maygarden with all members voting to approve the motion unanimously. The Audit/Budget Committee also discussed the fall occupancy rate which is approximately 84.6%. Occupancy was budgeted at 88%. UWF closed the prior year under budgeted occupancy. Dr. Hurd responded that occupancy reflected the plan to reduce the number of freshmen while recruiting more qualified applicants. Mr. Hightower questioned as to whether or not the internet problems have been addressed. Dr. Hurd responded that the Cox Cable contract will expire in July, 2019 and at that time UWF will revisit the internet services contract.

Other Business: Mrs. Dorsey made the following motion as a recommendation to President Saunders: The Foundation Board of Directors would like to nominate [to be disclosed] as a Foundation Fellow. The motion was seconded by Mr. Vredenburg with all members voting to approve the motion unanimously. The Board wishes to keep the nomination a surprise and therefore the minutes will reflect the name of the recipient when the nominee has been identified at the Donor Dinner.

Mrs. Dorsey shared the Foundation Mission: To exclusively support and enhance the University of West Florida’s mission of teaching, research, and service by encouraging alumni and friends to provide private funds and other resources for the University’s benefit, managing those assets, providing volunteer leadership in support of the University’s objectives, and performing all business related matters to accomplish these purposes.

Mrs. Dorsey encouraged everyone to consider making a contribution to the Suit-Up project. The project set a goal of $7,000; currently there is a balance of $2,440. If each member of the Board provided a contribution UWF could achieve the goal very quickly.

The Board of Directors has been invited to attend the State of the University Address scheduled for Friday, September 28, 2018 at 1:30 p.m. in the UWF Commons Auditorium.

Ms. Morgan is leaving UWF and today is her last day. The Board would like to send best wishes and relate to her that she has been outstanding and will truly be missed.

Adjournment: Mrs. Dorsey thanked the Board members and staff for their participation in the meeting. There being no further business, the meeting was adjourned at 5:05 p.m.