# Minutes

**Members Present:** Hans Tanzler (Chair), Tom Bryan, Kevin Hyde and Stephen Joost

**Excused Members:** Doug Burnett and Oscar Munoz

## Item 1 Call to Order

Chair Tanzler recognized a quorum and called the Finance and Facilities Committee to order at 1:28 pm.

## Item 2 Public Comments

Chair Tanzler offered those in attendance an opportunity to comment on items on the Finance and Facilities Committee agenda. There were no public comments.

## Item 3 Consent Agenda

Chair Tanzler will ask for a motion to consider the approval of the item on the consent agenda.

Approval of Minutes, October 11, 2018

Trustee Hyde made a MOTION to approve the consent agenda. Trustee Joost SECONDED the motion, and the motion was APPROVED unanimously.

Additional items on the consent agenda not requiring approval were -

Capital Projects Quarterly Report and Change Orders

Quarterly Budget Report

Treasurer’s Report

## Item 4 Notice of Amended Regulation 3.0010R University Direct Support Organizations

Vice President Shari Shuman presented a request to approve the amended regulation 3.0010R Direct Support Organizations. These amendments are necessary to assure consistency with recent changes to Florida law and Board of Governors regulations. Proposed changes impose additional requirements on DSOs relating to board appointments, including the requirement that the Board of Trustees approve appointments to DSO Boards. Additionally, the Board of Trustees representative to each DSO Board will serve on the Board and its executive committee, if the DSO has an executive committee. The proposed amended regulation also addresses budget, funding, audit and reporting requirements for direct support organizations. In the past, the Board of Trustees reviewed all DSO budgets annually. The proposed amended regulation will require prompt reporting

to the Board of Trustees of significant changes to approved DSO budgets. This revision provides a more pro-active process to be sure the DSO is benefitting the University.

Purchases for goods and services, acquisition of real property, or construction or renovation of facilities by a University Direct Support Organizations in excess of $1 million will require a recommendation for approval by the Vice President of A&F and the VP and General Counsel prior to submittal to the chair of the Finance and Facilities Committee, who has final approval authority. The proposed regulation additionally includes limitations on remuneration for personal services and travel expenses, and limits transfers of state appropriations to DSOs to capital projects only.

During discussion, Trustees requested that the proposed regulation include a requirement that, as a condition to approval by the Board of Trustees of appointments to DSO’s, the designated officer or executive director of the direct support organization will certify that each appointee has been selected in accordance with a documented process established by the direct support organization.

Trustee Bryan made a MOTION to approve the regulation with the addition of language that as a condition to approval by the Board of Trustees of appointments to DSO’s, the designated officer or executive director of the direct support organization will certify that each appointee has been selected in accordance with a documented process established by

the direct support organization. Trustee Joost SECONDED the motion. The MOTION was APPROVED unanimously.

## Item 5 Annual Capital Outlay Plan for Fiscal Year 2018-2019

Vice President Shari Shuman presented a revised capital outlay plan for Fiscal Year 2018- 2019. This plan designates the proposed capital outlay expenditures by project from all fund sources. The revised plan includes additional information and changes to project priority. The Student Assembly has been removed from the plan and the available CITF funds will now be allocated to the Outdoor Competition Pool. Several auxiliary projects have been

## Item 5 Annual Capital Outlay Plan for Fiscal Year 2018-2019 (continued)

added – the Herbert University Center restroom renovations. Arena bleacher replacement, the Downtown classrooms, the Chick-Fil-A refresh and digital wayfinding. All of the projects are from appropriate sources.

Trustee Bryan made a MOTION to approve the revised capital outlay plan for Fiscal Year 2018-2019. Trustee Joost SECONDED the motion. The motion was APPROVED unanimously.

## Item 6 Strategic Deployment of Carry Forward “Committed” Funds

The Board of Governors has requested each Board of Trustees to approve the appropriation of non-recurring dollars. The non-recurring budget was approved in June by our Board of Trustees. Additionally, $2.5 million for scholarships was approved in October. Vice President Shuman presented an updated budget including expenditures to date. The request is only for funds not contracted for but are committed.

Trustee Hyde made a MOTION to approve the Strategic Deployment of Carry Forward “Committed” Funds. Trustee Bryan SECONDED the motion. The motion was APPROVED unanimously. It will be presented for approval at the January BOG meeting.

## Item 7 Discussion: Lease Extension with ADT

Vice President Shuman provided an update regarding the ADT building which was purchased by the university in 2010. The building is currently leased by ADT until 2020. ADT has a triple net lease and pays for all expenses. The university is interested in extending the lease if a mutual agreement can be reached. The mortgage will be paid off in 2020 and the lease revenue collected will be used to pay off a loan to the Foundation and for other university purposes. Trustee Bryan suggested that the university might be able to create a relationship for working students at ADT, which will be considered.

## Item 8 Adjournment

Chair Tanzler adjourned the meeting at 2:10 pm.