

NWFSC Foundation Governance Committee Meeting  
May 16, 2019 11:30 a.m.  
Room 301, Costa Leadership Institute, Niceville Campus

**Members Present**

|               |               |
|---------------|---------------|
| Scott Jackson | Dale Peterson |
| Don Litke     | Steve Wolfrom |
| Mitch Mongell |               |

**Staff Present**

|                    |               |
|--------------------|---------------|
| Serena Brown       | Carla Reinlie |
| Cristie Kedroski   | Annie Young   |
| Melissa Wolf-Bates |               |

**Absent:** Chad Hamilton, Melissa Pilcher, Donnie Richardson, Fred Thomas, Steve Wills

**Call to Order:** Mr. Peterson called the meeting to order at 11:39 am.

**Approval of Minutes:** The minutes of the March 14, 2019 committee meeting were approved. **Motion to approve minutes, Mr. Wolfrom; Second, Mr. Jackson. Motion carried unanimously.**

**Final Review of Foundation Policies/Bylaws:** Mr. Peterson referenced the strike-through version of the policies/bylaws provided to committee members which was reviewed at the March meeting and had awaited a final review by the Finance Committee. **Motion to approve Foundation Policies/Bylaws, Mr. Mongell; Second, Maj Gen Litke. Motion carried unanimously.** Ms. Kedroski noted that the Foundation Policies/Bylaws would be brought to the Board meeting in June for the Board to endorse.

**NWF State College/Foundation MOU:** Discussion was had on the phrase "personal services" on page four versus "personnel" services. Ms. Kedroski stated that the wording is taken from and in line with DSO language in State Statutes. Discussion was also had on who is the Maintenance Specialist. Ms. Kedroski noted that position is currently filled by Rusty at the apartments, and he is paid directly from the apartment fund. Discussion was had on the amounts listed on page five. Ms. Brown explained that the numbers come directly from the College and is a per square foot rate. Ms. Kedroski noted that, as it relates to in-kind support noted on the Form 990, the percentages of time specific to the Foundation have been increased. **Motion to approve the College/Foundation MOU, Mr. Wolfrom; Second, Mr. Mongell. Motion carried unanimously.**

**Board Assessment Survey:** Maj Gen Litke noted that the committee has looked at the survey several times and that it much more in depth than other colleges have. After discussion was had on the thoroughness and benefit of the survey, it was decided that the questions gave a good assessment and to keep the current non-anonymity. **Motion to approve the Board Assessment Survey, Mr. Jackson; Second, Mr. Mongell. Motion carried unanimously.** Ms. Kedroski noted a new survey will be sent out prior to the June Board Meeting so members can be reminded and encouraged to participate at the meeting.

**Other Business:** Ms. Kedroski noted the Board Division is very active with respect to the Major Gifts Campaign. The goal is to get to 100% participation by the June meeting; however we are short of that goal. The intention is for Ms. Kedroski and Ms. Reinlie to follow up and reach out to everyone personally. At the start of the fall semester, the Faculty and Staff Division will kick off. She thanked everyone for their consideration of a gift and support for the campaign.

Maj Gen Litke spoke to his participation in Commencement and remarked about the celebratory nature of the program. He expressed his appreciation for the opportunity to participate in the event.

Ms. Reinlie mentioned the post written by alumna Sean Dietrich on Commencement and encouraged everyone to consider reading it as it was a great feature for NWF State College.

Ms. Kedroski also touched on the Triumph Gulf Coast Board's grant approval of the Walton Works project.

Mr. Peterson thanked the committee for their support and wrapped up his final meeting as chair.

**Adjournment:** With there being no further business, the meeting was adjourned at 11:59 a.m.

  
Chad Hamilton, Governance Committee Chair

9/12/2019  
Date

  
Cristie Kedroski, Secretary

9/12/19  
Date