

Minutes  
NWFSC Foundation, Inc.  
Board of Directors Meeting  
February 1, 2017 7:45 a.m.  
Morell Room #302, Student Services Center, 3<sup>rd</sup> Floor, Niceville Campus

**Directors Present:**

Bo Arnold	Venita Morell
Bethany Burke	Dennis Peters
Wayne Campbell	Dale Peterson
David Costa	Melissa Pilcher
Paige Floyd-Hart	Tom Rice
Chad Hamilton	Donnie Richardson
Don Litke	Fred Thomas
Lois Lunderman	Steve Wolfrom
Jeff McInnis	Dewayne Youngblood
Mitch Mongell	

**Staff Present:**

Serena Brown	Carla Reinlie
Cristie Kedroski	Julie Sartori
Jason Masters	

**Others Present:**

Greg Dvorsick	Ray McGovern
Drew Hannah	Shane O'Dell
Justinn Kurtz	Jeanette Shires
Isaiah Lleva	Devin Stephenson

**Absent:** Bart Fleet, Jeff Floyd, Scott Jackson, Steve Wills

**Call to Order**

Mr. Mongell called the meeting to order at 7:47 a.m.

**Student Scholars**

Ms. Justinn Kurtz, Chelco Scholar, and Mr. Isaiah Lleva, Ann Teel Hatcher Scholar, introduced themselves and thanked everyone for their investment into their education and shared their aspirations after graduating from Northwest Florida State College.

**Welcome Board Members and Guests**

Mr. Mongell welcomed board members, guests, and staff members.

**Approval of Minutes**

The minutes of the December 7, 2016, Board of Directors Meeting were approved. **Motion to approve minutes as presented, Maj Gen Litke; Second, Mr. McInnis; Motion carried unanimously.**

**Finance and Investment Reports**

Mr. Hamilton reviewed the summary of Financial Position, the Statement of Activities, and the Investment Report as of December 31, 2016 with the board members. Total assets are

\$46,599,120 and Total Liabilities are \$236,570, bringing the Total Fund Balance to \$46,362,549. The Statement of Activities reflected \$3,034,477 in Revenues and \$1,714,499 in Expenditures for a total Net Increase in Fund balance of \$1,319,978. Since July 1, 2016 the Merrill Lynch EMA account saw net gain in the amount of \$2,078,083. This brought the total market value to \$41,078,739 at December 31, 2016. The Net Increase to the Vanguard Wellington Account (Science Development Fund) from July 1 through December 31, 2016 was \$14,523 bringing the Total Market Value to \$264,766 as of December 31, 2016. Statements are provided quarterly, therefore there is no update as of December 31st. Combined total holdings of the Merrill Lynch EMA and Vanguard Wellington accounts were \$41,343,505. The portfolios are allocated as 2.01% Cash & Cash Equivalents, 64.87% Equity, 11.16% Alternative Investments and 21.96% Fixed Income. **Motion to approve Finance and Investment Reports as of December 31, 2016, Mr. Peterson; Second, Mr. Rice; Motion carried unanimously.**

#### **Endowment Spending Allocation for Academic Year 2017-18**

Ms. Kedroski provided a chart listing the endowment spending allocation available for Fiscal Year 2017-18. She noted that per the Foundation's spending policy the award allocations are calculated as a percentage, not to exceed 4%, of the three-year average of the endowment's market value at fiscal year-end. She also pointed out there were 44 endowed funds that were unable to support a 4% distribution. Of these 44 funds, 18 were able to support a 3% distribution. Ms. Kedroski noted that of the remaining 26 funds that are unable to provide a distribution 6 were fully endowed in the prior fiscal year, and that 7 were underwater by less than \$1,000. She also noted that following board approval, the Foundation would begin donor communication on the status of their endowments. **Motion to approve the spending allocation as presented, Mr. Wolfrom; Second, Mr. Rice. Motion carried unanimously.**

#### **Endowment Agreements**

Ms. Kedroski stated that two new major gifts had been received by the Foundation and presented their donor agreements to the board for review. She noted that Dale Peterson donated \$25,000 to create the Dale E. Peterson Hospitality Scholarship Endowment and that Susan Pryor Sloat Myers pledged via a bequest of at least \$90,000 to create six scholarship endowments. Ms. Kedroski also thanked the McGovern Group for introducing Ms. Myers to the Foundation. **Motion to approve the Dale E. Peterson Hospitality Scholarship Endowment and the Susan Pryor Sloat Myers Scholarship Endowment donor agreements, as presented, Mr. Hamilton; Second, Mr. Rice; Motion carried unanimously.**

#### **Governmental Relations Support**

Mr. Hamilton stated that a Governmental Affairs committee was formed to address needs and opportunities for a college lobbyist. The committee was lead by college trustee Craig Barker with Mr. Hamilton participating as a representative of the Foundation, and included staff members Dr. Sasha Jarrell and Mr. Randy White. The committee interviewed several different lobbying groups and recommended four firms to Dr. Stephenson. Dr. Stephenson presented a letter outlining the criteria for selecting the firm, expectations for a lobbyist, and key legislative priorities of the college. Dr. Stephenson recommended David Ramba of Ramba Law Group due to his extensive experience with capital projects. He noted that there are significant pressures on Florida College System from pending legislation and requested the Foundation pay the contract fees of \$60,000 for a 12-month period to ensure the legislative interests of NWF State College are represented in the spring session. **Motion to approve the request for support to fund college governmental relations services as presented, Mr. Peterson; Second, Mr. Rice. Motion carried unanimously.**

### **Development Committee Report**

Mr. Peterson gave a development committee update, touching upon the Foundation's overall fundraising performance, recent and upcoming annual campaign activities, notable major gifts, alumni program activities and stewardship activities.

### **Governance Committee Report**

As Mr. Jackson could not attend, Ms. Kedroski gave a governance committee update, noting that the Foundation has eight board members whose terms will expire on June 30, 2017, with two board members electing to not renew their terms. She stated that the Governance Committee is seeking nominations to add a minimum of two new Foundation board members with terms beginning in July 2017. She noted that all nomination forms are to be submitted to the foundation office by Friday, February 3, 2017. Ms. Kedroski also informed the board that the committee seeks nominations of individuals who are community influencers, contribute to diversity, and/or are part of an industry sector not currently represented on the Board. She finished by encouraging nominators to attend the February 9 Governance Committee meeting to represent their nominee.

### **Greg Dvorsick, Blackrock Manager**

Mr. Dvorsick highlighted a few important insights on the Blackrock Performance report. He noted that the total portfolio is up by 8.15% YTD, and up 7.18% since February 2013, when Blackrock assumed the portfolio. He also provided some insight on national and international trends, noting the recent growth in market due to post-election.

### **Summary of \$1,000+ Contributions**

Ms. Kedroski presented a chart that summarized \$1000+ contributions made between November 29, 2016 and January 19, 2017. Ms. Kedroski distributed note cards to Board Members to help recognize and thank the donors.

### **Upcoming Events and Activities**

Ms. Kedroski presented a detailed list of upcoming college events and activities from February 2, 2017 to April 5, 2017. She noted that if any of the President's Circle members had not yet done so, to please RSVP for the upcoming President's Circle Recognition Event at the Raider Arena. Ms. Shires also gave a brief update on upcoming Mattie Kelly Arts Center events.

### **SGA Update**

Mr. Hannah thanked the board for having him attend and commended all of their hard work in helping make the scholarships that the students receive possible. He gave a brief report on various activities and events that SGA has participated in such as the recent Pep Rally and forthcoming events such as the Valentine Cards for the Elderly Day. Mr. Mongell thanked Mr. Hannah for his leadership in SGA.

### **NWF Presentation, Dr. Devin Stephenson**

Dr. Stephenson gave a brief presentation on his vision for the college's culture and touched upon some of his short term and long term initiatives for the college.

### **Foundation Chair Remarks**

Mr. Mongell welcomed Dr. Stephenson to the college and noted that the foundation board will provide as much support as possible.

**College Report by Dr. Devin Stephenson, NWF State College President**

Dr. Stephenson stated that Ms. Linda Sasser had joined the president’s office team and invited all board members to welcome her. He also noted that enrollment has been down 5% for the spring semester and that the college is trying out new marketing techniques to increase enrollment. Lastly, Dr. Stephenson stated that he would be performing piano at the Mattie Kelly Arts Center and invited all to come.

**Around the Table**

Mr. Hamilton welcomed Dr. Stephenson and noted that he is excited for his new plans and energy. He also noted that the All Sports Association Banquet is being held at the Raider Arena on February 10, 2017 at 6:00pm and that everyone is welcome to attend.

Mr. McGovern appreciated the opportunity to attend and noted that if anyone had any questions about the portfolio that they were free to ask.

Maj. Gen Litke thanked Dr. Stephenson for his leadership thus far.

Mr. Youngblood noted that there were table sponsorship opportunities for the upcoming All Sports Banquet.

Mr. Costa noted his excitement for the All Sports Banquet and commended the quality of the basketball teams and told everyone to go to a game.

Ms. Pilcher appreciated attending the recent President’s Welcome Reception.

Ms. Sartori reminded President’s Circle members to RSVP for the President’s Circle Recognition Event at the Raider Arena.

Mr. McInnis welcomed Dr. Stephenson to the college.

Dr. Arnold welcomed Dr. Stephenson to the college.

Mr. Rice thanked Mr. Peterson for his generous gift to the new hospitality program.

Ms. Burke welcomed Dr. Stephenson to the college.

Mr. Peters welcomed Dr. Stephenson to the college.

Mr. Hannah thanked the board for their interest in SGA matters and for giving students an opportunity for a successful future.

Mr. Thomas noted that the board meeting was very dynamic and that he is looking forward to what is to come.

**Schedule of Next Meeting**

The next Foundation Board meeting will be April 5, 2017, at 7:45 a.m. at the Niceville Campus.

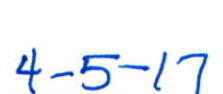
**Adjournment**

There being no further business, the meeting adjourned at 9:10 a.m.

  
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Mitch Mongell, Chair

  
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Date

  
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Cristie Kedroski, Secretary

  
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Date