

NWFSC College Foundation Board of Directors Meeting
February 1, 2022 8:00 a.m.
Morell Room 302, SSC, Niceville Campus

Directors Present:

Bo Arnold	Kim Kirby
Jim Bagby	Don Litke
Marek Bakun	Vincent Mayfield
Destin Cobb	J.D. Peacock
Todd Grisoff	Ken Wampler
Cindy Frakes	Cecil Williams
Tyler Jarvis	Steve Wolfrom
Heather Kilbey	Alan Wood
Gordon King	

Staff Present:

Kelly Copeland	Carla Reinlie
Kira Magruder	Chris Stowers

Others Present:

Heather Dietzold	Deidre Price
Cristie Kedroski	Whitney Rutherford
Ray McGovern	Jeanette Shires
Shane O'Dell	Devin Stephenson

Absent:

Christie Austin	Steve Rhodes
Dave Jefferson	Ashley Rogers
Jonathan Ochs	Hu Ross
Brian Pennington	Rhonda Skipper

Call to Order:

Mr. Wampler called the meeting to order at 8:03 a.m.

Teleconference:

Mr. Wampler informed the Board that Michelle Freeman was present via teleconference. There were no objections to Ms. Freeman joining via telephone.

Approval of Board Minutes:

The minutes from the November 2, 2021 Board Meeting were approved. **Motion to approve as presented Mr. Bagby; Second, Ms. Frakes. Motion carried unanimously.**

Finance and Investment Reports:

Mr. Wood presented the Statement of Financial Position, Statement of Activities, and Investment Report as of November 30, 2021. Total Assets are \$67,869,713 and Total Liabilities are \$20,518 bringing the

Total Fund Balance to \$67,849,194. For the previous fiscal year as of November 30, 2020, the Total Fund Balance was \$58,201,456. Total Revenues were \$7,401,858 and Total Expenses were \$4,993,175 for a Net Increase in Fund balance of \$2,408,683. A Statement of Activities from the previous fiscal year from July 1, 2020 through November 30, 2020 shows Total Revenues of \$7,482,853 and Total Expenses of \$1,845,241 for a Net Increase in Fund balance of \$5,637,612. The Net Increase to the Merrill Lynch EMA account since July 1, 2021 was \$372,213, bringing the Total Market Value to \$63,385,045 at November 30, 2021. The Net Increase to the Vanguard Wellington Account (Science Development Fund) since July 1, 2021 was \$3,332, bringing the Total Market Value to \$326,849 as of the last statement date of September 30, 2021. Combined total holdings of the Merrill Lynch EMA and Vanguard Wellington accounts were \$63,711,895. The portfolio allocation was 4.24% Cash & Cash Equivalents, 61.88% Equity, 8.57% Alternative Investments and 25.31% Fixed Income. As of November 30, 2021 Total Operating Expenditures were \$255,950, leaving 45% of the budget available at the end of the fiscal year. **Motion to accept the November 30, 2021 financial reports as presented, Mr. Bagby; Second, Mr. Williams. Motion carried unanimously.**

Endowment Spending Allocation for the 2022-23 Academic Year:

Mr. Wood presented the Endowment Spending Allocation for 2022-23 Academic Year. 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 market value at fiscal year-end. Total endowment support for the 2022-23 year is \$2,151,834. **Motion to approve the 2022-23 Endowment Spending Allocation, Mr. Bagby; Second, Dr. Arnold. Motion carried unanimously.**

Discussion of Campbell Property:

Mr. Wood provided a brief update regarding the Campbell property in Walton County. The Foundation owns 39.48 acres in Walton County via a bequest from the Gertrude Gillis Campbell Scholarship. In the early 1990's the board elected to plant and harvest timber on this property to generate additional revenue. An offer was received from Jared and Melissa Bradley for \$100,000 on April 27, 2021. An analysis was completed on the estimated net revenue from future timber thinning's. Based on the analysis, the committee passed a motion to obtain an official appraisal of the property. Prior to the appraisal, Jared and Melissa Bradley submitted an updated offer on September 13, 2021 of \$150,000. The appraisal values the land at \$180,000. During the October 26, 2021 Finance Committee meeting, it was requested that Mr. Bagby and Mr. Ochs contact real estate agents with experience in agricultural property to have informal discussions. On November 26, 2021 Jared and Melissa Bradley increased their offer price to \$195,000, which is above the appraisal value. The committee discussed the Bradley's new offer, which is above market value, and how the sale would provide scholarships to students in need. Based on this information Maj. Gen Litke proposed a motion to sell the Campbell the property to the Bradley's. The Finance Committee unanimously approved a motion to accept and present the Bradley's offer to the Board. **Motion to approve the Finance Committees recommendation for the Board to sell the 39.48-acre parcel to Jared and Melissa Bradley for \$195,000 according to the terms of the attached Purchase Agreement, the Foundation Board agrees to a) adopt the Purchase Agreement; b) adopt the terms of the Resolution for Execution of Transfer Documents; c) authorize the Chair of the Foundation Board and the Executive Director of the Foundation (who is also the Secretary to the Board of Directors) to execute the Purchase Agreement and to execute any other documents necessary to accomplish the sale; and d) authorize the Executive Director of the Foundation to make necessary amendments to the Purchase Agreement, except for the property being sold, purchase price, and allocation of closing costs and associated expenses, Mr. Wood; Second, Mr. Peacock.**

Motion carried unanimously.

New Endowments:

Mr. Wampler presented four new endowments: The Fisher Family Endowed Scholarship was established by Howard and Irene Fisher. Their \$25,000 gift will provide scholarship support a student pursuing a Technical Certificate in Dental Assisting. The Dee Mueller Endowed Nursing Scholarship was established by Sherry Harlow with a gift of \$25,000. Ms. Harlow also provided a \$1,500 gift to provide support for spring 2022 semester. This endowment will provide scholarship support to a NWFSC student who is enrolled in the Nursing Program at NWFSC. The Dan Campbell Scholarship was established from the estate of Christian McDonald Campbell. The gift of \$102,954.84 will provide scholarship support to a graduate of Laurel Hill High School. The Smith Living Trust Scholarships were created by Lawton H. Smith and Jeanette P. Smith and designated Northwest Florida State College as a beneficiary. The trust directed a portion of the proceeds to benefit students pursuing a career in art and a portion for students pursuing a degree in nursing. A gift of \$50,000 created two endowments; \$25,000 for the Smith Living Trust Art Scholarship and \$25,000 for the Smith Living Trust Nursing Scholarship. **Motion to approve the Fisher Family, Dee Mueller, Dan Campbell, Smith Living Trust Art and Nursing Endowed Scholarships Mr. Wampler; Second, Ms. Frakes. Motion carried unanimously.**

New Restricted Fund Agreement:

Mr. Stowers presented the First Responder Fund Agreement. The First Responder Development Fund was created with a \$120,000 gift from Dotty Blacker. The fund will benefit First Responder programs: Emergency Medical Technician, Paramedic programs, the Fire Academy and the Law Enforcement Academy. This fund will be temporary restricted and not endowed. The agreement completed by Ms. Blacker has two requests: 1) The \$120,000 be maintained in Vanguard's Wellington mutual fund, which requires Board approval as an exception to Board Policy #14:c, "gifts designated to a restricted fund will not earn interest, dividends, market gains or losses." and 2) The "Shoot House", which was created in 2014 by a \$70,000 gift from Ms. Blacker, be referred to as the Dr. Ty Handy Shoot House, and requires approval from the Board of Trustees. **Motion to approve the First Responder Fund Agreement, as presented, with funds maintained in Vanguard's Wellington mutual fund as presented and Motion to agree to forward the First Responder Agreement to the Board of Trustees for approval of the naming of the Dr. Ty Handy Shoot House, Dr. Arnold; Second, Maj Gen Litke. Motion carried unanimously.**

Development Committee Report:

Dr. Arnold provided a brief update on the Development Committee. NWF State College Foundation's *Continuous Improvement Plan* goal is to increase annual support (gifts, memberships, new pledges, and in-kind donations) to the Foundation, by 5% based on a rolling three-year average, resulting in a minimum of \$1,409,349 raised by June 30, 2022. As of December 31, 2021 \$914, 231 has been raised. Dr. Arnold stated out of 34 total board members (Foundation Board and Board of Trustees) 24 members, 71%, have donated gifts. As of December 31, 2021 there are 46 members of President's Circle with gifts and pledges totaling \$24,853. The Alumni Working Group will meet April 12, 2022 to vet applications. Dr. Arnold also provided a list of upcoming development activities; Presidents Circle Recognition on February 9th, Scholars and Donors Luncheon on March 11th, and President's Circle Luncheon on April 13th.

Governance Committee Report:

Mr. Peacock provided the Board an update regarding the Governance Committee. Eight director's terms will expire as of June 30, 2022. Six directors are eligible for reappointment, one is not eligible, and one

has an additional year remaining to fulfill a leadership position. Mr. Peacock encouraged directors to submit nominations for new directors. Nomination deadline is February 10th and the Governance Committee will meet on April 14th to finalize slate of officers and directors.

Executive Director's Report:

Mr. Stowers presented a listing of contributions over \$1,000 from October 26, 2021 through January 25, 2022. He also provided a copy of the schedule for the remaining Foundation meetings, as well as a list of the College's events and activities. Mr. Stowers also advised the committee the Foundation is still searching for a new Accountant and encouraged members to spread the word.

Admissions Navigation and the Student Recruitment Experience at NWFSC:

Ms. Heather Dietzold, Executive Director of Student Success Navigation, provided a presentation regarding the recruitment process for new students. Ms. Dietzold advised there are three members of the recruitment and admissions team who actively recruit students through high school visits, college fairs, and community outreach. In addition, Student Success also takes prospective students on campus tours and holds interactive workshops. Ms. Dietzold emphasized Student Success is creating a culture among the community that knows about NWFSC.

Trustee Liaison Remarks:

Maj Gen Don Litke provided the Trustee Liaison report. Maj Gen Litke states the Trustees have met twice since our last Board meeting. The Trustees have approved the Collegiate High Schools contract with Okaloosa and Walton County School districts and their revised budget for FY 2021-2022. In addition, the Trustees have also approved adding a 9th grade class consisting of 50 students. The Trustees have also approved numerous items for the college including NWFSC Capital Corporation, site approval for Seacoast-NWFSC Partnership at So Walton, and the Foundation Audit, 990, DSO Certification and the revised Investment Policy Statement and new endowments. The Trustees also approved a one-time lump sum payment to full-time employees and approved an invitation to Negotiate on Campus student housing through a Public-Private Partnership.

College Report:

Dr. Stephenson provided a college report to the Board. He announced Bryan Brooks has been hired as the Executive Director of Strategic Communications. Collegiate High School will begin enrolling 50 9th grade students beginning 22-23 school year. This increase is made possible through a \$2 million grant from the Department of Education. The RFP for student housing has been posted and all proposals are due March 4th. Dr. Stephenson stated enrollment is still down 6%, but the college is still financially stable. He also encouraged members to reach out to our legislatures to help secure more appropriations for the college.

Foundation Chair Remarks:

Mr. Wampler thanked all the Board members for being present and thanked Ms. Dietzold for her presentation.

Next Meeting:

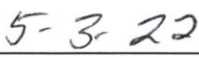
The next Foundation Board of Directors meeting will be held May 3, 2022 at 8:00 a.m. in room 302 of Raider Central on the Niceville Campus.

Adjournment:

There being no further business the meeting adjourned at 9:15 a.m.




Ken Wampler, Chair



Date



Chris Stowers, Secretary



Date