



Florida SouthWestern State College District Board of Trustees  
Business Affairs & Facilities Committee  
Academic Affairs & Student Services Committee  
Institutional Advancement & Policy Committee  
January 27, 2015  
1:35 – 2:05 p.m.  
Collier Campus Room M-210  
*Minutes*

The Business Affairs & Facilities Committee met in joint session with the members of the Academic Affairs & Student Services and Institutional Advancement & Policy Committees in Collier County, Florida, on January 27, 2015 at 1:35 - 2:05 p.m. in M-201 of the Collier Campus.

Present:      President Allbritten  
                 Henry Peel  
                 Brian Chapman  
                 Byron Donalds  
                 Sankey "Eddie" Webb, III  
                 Tristan "Tris" Chapman  
                 Eric Loche  
                 Gina Doeble

Presentation was made by Dr. Gina Doeble on the recommended changes by PFM Asset Management, LLC, the college investment manager, in accordance with Florida Statute 218.415 to Board Policy, 6Hx6:1.06, FSW College Investment Policy, in joint session with the other Board committees. She reviewed the risks and returns and updates in format to the policy including the college's name change. She indicated that the Institutional Advancement & Policy Committee has reviewed the revisions to this policy and will present this agenda item for approval to the Board at the meeting today. Discussion was held.

Dr. Doeble also reviewed the project budget for the Student Recreation and Athletic Facility. Discussion was held.

Meeting adjourned at 2:05 p.m.

Following the joint session, the Business Affairs & Facilities Committee met in Collier County, Florida, on January 27, 2015 at 2:10 p.m. in M-210 of the Collier Campus.

Present: Byron Donalds  
Sankey "Eddie" Webb, III  
Tristan "Tris" Chapman  
Gina Doeble

Others Present: Amy Cooper, Clifton Larson Allen. LLP  
President Jeff Allbritten  
Toby Discenza  
Vicki Dryden, Recorder

**Public Comment:** None

**Reports to the Business Affairs & Facilities Committee:** None

**Current Agenda Items:** (in M-210 at 2:10 p.m.)

1. Approval of Minutes November 18, 2014.  
Motion by Byron Donalds, seconded by Eddie Webb to approve the minutes of November 18, 2014. Approved unanimously.
2. Approval of College Audited Financial Statements for the year ended June 30, 2014.  
Dr. Gina Doeble presented the College Audited Financial Statements for the year ended June 30, 2014 indicating that it is audited by the Florida State Auditor General. She indicated that we made some adjustments in the summary of materials, that our format is fine, and that the results disclosed no instances of noncompliance or other matters that are required to be reported under government auditing standards. Eddie Webb will present this item at the January 27, 2015 Board of Trustees meeting.
3. Financial Services Consent Agenda – Budget Amendment.  
Toby Discenza explained the budget changes/transfers that have occurred since the beginning of the year in the fund balance that requires Board approval. Eddie Webb will present this item at the January 27, 2015 Board of Trustees meeting.

4. College Monthly Financial Report – information item.

Toby Discenza explained this report, which shows a two-year comparison between the actual sources and uses of operating funds. He also explained the five-year comparison for review and discussion for information purposes.

5a. Approval of project budget for the design & construction of a Student Recreation and Athletic Facility.

Dr. Gina Doeble presented the project budget for the design and construction of a Student Recreation and Athletic Facility. Discussion was held. Byron Donalds will present this item at the January 27, 2015 Board of Trustees meeting.

5b. Authorizing Administration to negotiate a contract with the top ranked Firm for the design/development of a Student Recreation and Athletic Facility and for services related to construction. If negotiations should fail, Administration may enter into negotiations with the next ranked Firm and so on until a contract is reached that is fair and reasonable. The President is authorized to approve the final form of the contract and to execute a contract with the architectural firm within the approved project budget.

Dr. Gina Doeble presented this item indicating that based on the top ranked ordering of architectural design/development firms for the services related to construction of a Student Recreation and Athletic Facility that we will begin to negotiate with Harvard Jolly, Inc. Byron Donalds will present this item at the January 27, 2015 Board of Trustees meeting.

5c. Approval of the attached rank ordering of construction management firms for the construction of a Student Recreation and Athletic Facility and authorizing Administration to negotiate and enter into a contract with the top ranked Firm. If negotiations with the top ranked firm should fail, Administration can enter into negotiations with the next ranked Firm and so on until a contract is reached that is fair and reasonable. The President is authorized to approve the final form of the contract and to execute a contract with the Construction Management firm within the approved project budget.

Dr. Gina Doeble presented this item indicating that based on the rank ordering of construction management firms that we will begin to negotiate with Skanska USA Building, Inc. to enter into a contract for the construction of a Student Recreation and Athletic Facility. Discussion was held. Byron Donalds will present this item at the January 27, 2015 Board of Trustees meeting.

6. Budget Approval for Lee Campus Foundation Offices, "I" building, Lee Campus.  
This item was withdrawn from the agenda prior to the meeting with no action taken.
7. Approve Personnel Actions.  
Dr. Gina Doeble presented the Personnel Consent Agenda Actions. Tris Chapman will present this item at the January 27, 2015 Board of Trustees meeting.
8. FSW Collegiate High School – Charlotte Campus Consent Agenda – Approval of the Audited Financial Report for Fiscal Year Ended June 30, 2014.  
Amy Cooper from Clifton Larson Allen, LLP, presented the Audited Financial Report for Fiscal Year Ended June 30, 2014, for the FSW State College Charlotte Collegiate High School. She commended the FSWSC Financial Services team for their fast turnaround. She indicated that there were no changes in accounting policies – similar to last year, no adjustments and no weaknesses indicating that the audit did not identify any deficiencies in internal control over financial reporting. Eddie Webb will present this item at the January 27, 2015 Board of Trustees meeting.
9. FSW Collegiate High School – Lee Campus Consent Agenda – Approval of the Audited Financial Report for Fiscal Year Ended June 30, 2014.  
Amy Cooper from Clifton Larson Allen, LLP, presented the Audited Financial Report for Fiscal Year Ended June 30, 2014, for the FSW State College Lee Collegiate High School. She commended the FSWSC Financial Services team for their fast turnaround. She indicated that there were no changes in accounting policies – similar to last year, no adjustments and no weaknesses indicating that the audit did not identify any deficiencies in internal control over financial reporting. Eddie Webb will present this item at the January 27, 2015 Board of Trustees meeting.
10. Collegiate High Schools' Consent Agenda – Budget Amendment.  
Toby Discenza discussed the budget changes that have occurred since the beginning of the year in the fund balance for the Collegiate High Schools that require Board approval. Eddie Webb will present this item at the January 27, 2015 Board of Trustees meeting.


11. Collegiate High Schools Monthly Financial Report – information item.

Toby Discenza indicated that the high schools' financial reporting remains on track – consistent with last year. The financial report compares the actual sources and uses of funds for the current fiscal period to the budgeted sources and uses of the funds for the current fiscal period.

Open Discussion

There were no items for open discussion.

The meeting was adjourned at 2:57 p.m.



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Member  
District Board of Trustees



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Date