



Florida SouthWestern State College District Board of Trustees
Business Affairs & Facilities Committee

September 25, 2018

1:30 – 2:45 p.m.

Lee Campus, Room I-225

Minutes



The Business Affairs & Facilities Committee met in Lee County, Florida, on September 25, 2018 at 1:30 p.m. in I-225.

Present: Braxton Rhone
Danny Nix, Jr.
Bruce Laishley

Others Present: President, Jeffery S. Allbritten
Toby Discenza
Susan Bronstein
Kathleen Porter
Keith Callaghan
Ami Desamours
J.R. H Sherman
Daniel Ramos
Justine Lewis, Recorder

Absent: Dr. Gina Doeble, CPA

Guest: Martin Redovan, Clifton Larson Allen, LLP
Michelle Coble, Clifton Larson Allen, LLP

Public Comment: None

Reports to the Business Affairs & Facilities Committee: None

Current Agenda Items:

1. Approval of Minutes for Business Affairs & Facilities Committee, April 28, 2018.
Motion by Danny Nix, Jr. seconded by Bruce Laishley to approve the minutes of April 28, 2018. Approved unanimously.
2. Approval to Renew Maintenance Support with Ellucian.
Kathleen Porter presented this item to Renew Maintenance Support with Ellucian. Chair Rhone suggests, when the contract is up for renewal, it may be in the best interest of the college to explore different vendors and obtain quotes. Danny Nix, Jr. will present this item at the September 25, 2018 Board of Trustees meeting.

3. Taeni Hall, Building S-2nd Floor Renovation- Lee Campus.
Kathleen Porter presented this item for Taeni Hall, Building S-2nd Floor Renovation- Lee Campus. Bruce Laishley will present this item at the September 25, 2018 Board of Trustees meeting.
4. Temporary Modular Project – Lee Campus.
Kathleen Porter presented this item for Temporary Modular Project – Lee Campus. Bruce Laishley will present this item at the September 25, 2018 Board of Trustees meeting.
5. Building R – Chiller Replacement – Lee Campus.
Kathleen Porter presented this item for Building R – Chiller Replacement – Lee Campus. Danny Nix, Jr. will present this item at the September 25, 2018 Board of Trustees meeting.
6. Approval to award status of Pre-Qualified General Contractors for a one-year period.
Kathleen Porter presented this item to approve the award status of Pre-Qualified General Contractors for a one-year period. JR Sherman explained the Prequalification process to the committee. Danny Nix, Jr. will present this item at the September 25, 2018 Board of Trustees meeting.
7. Ground Lease with Pickleplex of Punta Gorda.
Kathleen Porter along with President Allbritten presented the Ground Lease with Pickleplex of Punta Gorda to the committee. Danny Nix, Jr. will present this item at the September 25, 2018 Board of Trustees meeting.
8. Financial Services Consent – Budget Amendments.
Toby Discenza presented the Financial Services Consent – Budget Amendments. Braxton Rhone will present this item at the September 25, 2018 Board of Trustees meeting.
9. Florida SouthWestern State College – Monthly Financial Report.
Toby Discenza presented the Florida SouthWestern State College – Monthly Financial Report.
10. Approval of Personnel Actions.
Susan Bronstein presented the Personnel Actions. Bruce Laishley will present this item at the September 25, 2018 Board of Trustees meeting.

11. Audited Financial Report of Florida SouthWestern State College Financing Corporation fiscal year ended March 31, 2018.
Martin Redovan and Michelle Coble from Clifton Larson Allen, LLP, presented the Audited Financial Report of Florida SouthWestern State College Financing Corporation fiscal year ended March 31, 2018. Braxton Rhone will present this item at the September 25, 2018 Board of Trustees meeting.
12. Florida SouthWestern State College Financing Corporation Exemption Form 1023 and Federal IRS Return of Organization Exemption from Income Tax Form 990.
Kathleen Porter presented the Florida SouthWestern State College Financing Corporation Exemption Form 1023 and Federal IRS Return of Organization Exemption from Income Tax Form 990.
13. Certificate of Compliance of Florida SouthWestern State College Financing Corporation.
Kathleen Porter presented the Certificate of Compliance of Florida SouthWestern State College Financing Corporation. Braxton Rhone will present this item at the September 25, 2018 Board of Trustees meeting.
14. Florida SouthWestern State College Financing Corporation, Direct Support Organizations (DSO) Audit Review Checklist.
Kathleen Porter presented the Florida SouthWestern State College Financing Corporation, Direct Support Organizations (DSO) Audit Review Checklist.
Braxton Rhone will present this item at the September 25, 2018 Board of Trustees meeting.
15. Florida SouthWestern State College Financing Corporation Financial Statements as of June 30, 2018.
Kathleen Porter presented Florida SouthWestern State College Financing Corporation Financial Statements as of June 30, 2018.
16. Audited Financial Report of Florida SouthWestern State College Foundation, Inc. for March 31, 2018.
Ami Desamours presented the Audited Financial Report of Florida SouthWestern State College Foundation, Inc. for March 31, 2018. Braxton Rhone will present this item at the September 25, 2018 Board of Trustees meeting.
17. Certificate of Compliance of Florida SouthWestern State College Foundation, Inc.
Ami Desamours presented the Certificate of Compliance of Florida SouthWestern State College Foundation, Inc. Braxton Rhone will present this item at the September 25, 2018 Board of Trustees meeting.

18. Florida SouthWestern State College Foundation, Direct Support Organizations (DSO) Audit Review Checklist.
Ami Desamours presented the Florida SouthWestern State College Foundation, Direct Support Organizations (DSO) Audit Review Checklist. Braxton Rhone will present this item at the September 25, 2018 Board of Trustees meeting.
19. Florida SouthWestern State College Foundation, Inc. First Quarter Financial Report.
Ami Desamours presented the Florida SouthWestern State College Foundation, Inc. First Quarter Financial Report.
20. Collegiate High Schools' Consent Agenda – Budget Amendments.
Tobias Discenza presented the Collegiate High Schools Consent Agenda – Budget Amendments. Bruce Laishley will present this item at the September 25, 2018 Board of Trustees meeting.
21. Collegiate High Schools' Monthly Financial Report - information item.
Tobias Discenza presented the Collegiate High Schools Monthly Financial Report.
22. Collegiate High Schools'- Lee Campus Audited Financial Statements for fiscal year ended June 30, 2018.
Tobias Discenza presented the Collegiate High Schools – Lee Campus Audited Financial Statements for fiscal year ended June 30, 2018. Bruce Laishley will present this item at the September 25, 2018 Board of Trustees meeting.
23. Collegiate High Schools'- Charlotte Campus Audited Financial Statements for fiscal year ended June 30, 2018
Tobias Discenza presented the Collegiate High Schools – Charlotte Campus Audited Financial Statements for fiscal year ended June 30, 2018. Bruce Laishley will present this item at the September 25, 2018 Board of Trustees meeting.

New Business:

1. Increase the number of Committee Meetings per year.
2. 360 Evaluations.

Discussion was held.

The meeting was adjourned at 3:05 p.m.



Member
District Board of Trustees

2/26/19

Date