

MINUTES: August 17, 2022

**MEETING: Daytona State College
District Board of Trustees**

**PLACE: Daytona State College's
Deltona Campus
2351 Providence Blvd.
Deltona, Florida**

**PRESENT: Dr. Thomas LoBasso, Corporate Secretary/President (telephonically)
Dr. Randall Howard, Chair
Betty Holness, Vice Chair
Bob Davis
Sarah Dougherty
Randy Dye
Lloyd Freckleton
Bob Lloyd**

ABSENT: Garry Lubi

Board Meeting began 5:00 p.m.

Distributed via email 8/16/22 @ 4:07 p.m. Revised Human Resources memorandums (pages 105-112, 114-116). Made an official part of the minutes as Supplemental A: 8/17/22.

I. CALL TO ORDER

Dr. Howard called the meeting to order at 5:00 p.m.

II. PLEDGE OF ALLEGIANCE

Conducted the Pledge of Allegiance.

III. ROLL CALL

Mr. Lubi was absent. All other trustees were present.

IV. PUBLIC PARTICIPATION

Dr. Howard inquired if there were any members from the public that requested time to appear before the Board. No requests were received.

III. ELECTION OF OFFICERS

A. Election of Officers

Dr. Howard turned the meeting over to Vice President Mr. Brian Babb to conduct the election of officers.

MOTION: (Freckleton/Davis) That the District Board of Trustees re-elect Dr. Randy Howard as Chair and Mrs. Betty Holness as Vice Chair. Motion carried unanimously.

Mr. Babb turned the meeting back over to Dr. Howard.

V. CONSENT AGENDA

- A. Approval of 6/23/22 Board Meeting Minutes
- B. Approval of Agreements
- C. Approval of Budget Amendments
- D. Approval of Deletion of Inventory Items
- E. Approval of Donation Items – Surplus
- F. Approval of Grant Applications
- G. Approval of Human Resource Recommendations
- H. Approval of Filing of a Brief of Amici Curiae

MOTION: (Freckleton/Davis) The District Board of Trustees approve the Consent Agenda. Motion carried unanimously.

VI. TIME RESERVED/PRESIDENT

A. President's Update

Dr. LoBasso welcomed all and apologized that he could not be present for the Deltona Building 2 groundbreaking ceremony. He thanked the people involved including the Facilities Planning department, Facilities Planning Advisory Council, and the architects.

It has been a busy summer, with students moving into the new student residence hall, including 80 athletes and 30 non-athletes. The college hosted overnight sports camps on campus with attendees staying in the residence hall. It is expected that the hall will be at full capacity for Fall.

Dr. LoBasso thanked everyone involved with the success of the residence hall, including Tim Norton, VP Advancement/Executive Director DSC Foundation, Foundation Board of Directors, Cerese Ramos, and the Board of Trustees.

The College hosted the AFC Leadership Workshop and Campus Safety Symposium in July. Dr. Lobasso shared that he attended the August Council of President's Funding Model meeting in St. Petersburg. Looking ahead to tomorrow will be the Mary McLeod Bethune Bronze Statue Unveiling Event at the News-Journal Center. Dr. LoBasso thanked all for being here.

VII. FACILITIES

A. **Approval of Construction Management at Risk Contract – DeLand Campus Indoor Firing Range**

Mr. Chris Wainwright, Associate Vice President of Facilities Planning explained that the contractors have been approved, and that approval is needed for preconstruction services.

MOTION: (Freckleton/Holness) The District Board of Trustees approve the contract for Construction Management at Risk Services for the DeLand Campus Indoor Firing Range Project in the amount of \$48,000. Motion carried unanimously.

B. **Approval of Guaranteed Maximum Price Deltona Campus New Building 2**

Mr. Wainwright explained this is for the Guaranteed Maximum Price with final amounts for the construction phase of the Deltona Campus New Building 2 project.

MOTION: (Davis/Freckleton) The District Board of Trustees approve the amendment 01 to the agreement with Ajax Building Company, LLC, with the Guaranteed Maximum Price for the construction phase, in the amount of \$16,606,483 for the Deltona Campus New Building 2 Project. Motion carried unanimously.

C. **Reduction in Retainage – Daytona Campus Student Hall**

Mr. Wainwright explained this is for information only. This is the release of retainage for Perry McCall for the dorm project. Final payment will be brought forward at the next Board meeting.

IX. FINANCE

A. **Financial Update**

Mr. Martin Cass, Vice President for Finance explained that the College does not have a full financial report in the month of August. The college is working on closing out the prior fiscal year and once final balances and numbers are closed out, a full financial report will be brought forward in September.

B. **ACH/Wire Transfers/Checks Issued Greater Than/Equal to \$50,000**

Mr. Cass presented the months of June and July 2022 as information.

C. **Direct Support Organization Independent Audit Report - Foundation**

Mr. Cass explained the report covered the period ending 12/31/21. Report results showed unmodified opinion, which is the best you can receive. No internal control weaknesses, no deficiencies. or audit findings were identified in the auditor's report. Mr. Cass thanked his staff for all their work on this.

- D. Approval of Foundation Use of Space and Personnel Cost**
Mr. Cass explained the College is required to present to the Board on an annual basis for review and approval, the budgeted positions and titles, personnel cost, and the amount and estimated cost of space occupied by the Foundation.

MOTION: (Davis/Freckleton) The District Board of Trustees Motion carried unanimously.

X. INFORMATION TECHNOLOGY

- A. Approval of RFI #22-013 Network Refresh System**
Mr. Roberto Lombardo, Senior Vice President of Information Technology, explained the College's network equipment and systems requires replacement with newer, more robust network systems to support the College's growth over the next 10 years.

MOTION: (Holness/Freckleton) The District Board of Trustees authorize College Administration to negotiate a contract for the purchase and installation of the College's network equipment/system.

XI. ACADEMIC AFFAIRS

- A. Cost of Textbooks/Instructional Materials Fall 2022**
Dr. Amy Locklear, Provost, explained this is an information item only for the Board's review.

XII. TIME RESERVED/CONSTITUENT HEADS

Reports were presented by Billie Jo Dunaway, Professional Council President; Paul Capps, Faculty Senate President; Dr. Lobasso shared Alicia Alexander, Administrators Council President's update.

XIII. TIME RESERVED/BOARD CHAIR

- A. Board Chair's Update**
Dr. Howard shared it was great to see the building dedication today and that it showed what the college is all about - bettering the lives of the students. It was great to see the excitement of the community members. He gave his appreciation to the board members for coming out to celebrate the groundbreaking.

- B. Board Professional Development Opportunities**
Developmental opportunities for the Board were listed in the agenda as information.

XIV. TIME RESERVED/BOARD MEMBERS

Comments were shared by the trustees.

XV. ADJOURN - Meeting adjourned at 5:25 p.m.