

Polk State College Foundation, Inc.
Board of Directors Meeting
August 16, 2024
Polk State College Winter Haven Campus

ROLL

The scheduled quarterly meeting of the Board of Directors of the Polk State College Foundation, Inc. was held on August 16, 2024, with the following members present: Bo Boyte, Greta Dupuy, David Fisher, Jennifer Hall, Scott Hart, Nikki Hayde, Bill Jacobs, Cyndi Jantomaso, Dr. Chris Lopez, Beth Luckett, Ryan McKellen, Dr. Paul Morin, Matt Mucci, Analisa Jahna, Ty Pinner, Christine Samuel, Nikki Smith, and Wendy Whitehead-Venters.

Unable to attend: Nancy Dodd, Jennifer Fasking, Dr. Angela Garcia Falconetti, Garrett Kenny, Jennifer Kincart-Jonsson, Michelle Ledford, Nick Plott, James Ring, and Meg Thornton.

Polk State College Foundation Team members Dr. Steve Warner, Joanie Malone, Morgan Jacobson, Debbie Regan, Erica Turchin, Lanier Cameron, and Gail Spence were also in attendance. Scott Lowke, a representative from Captrust, was also present.

The Foundation Board meeting was called to order by Foundation Chair David Fisher at 12:03 p.m.

WELCOME

Chair David Fisher welcomed everyone and thanked them for joining today.

MINUTES

David Fisher requested a motion to approve the minutes from the May 10, 2024, Foundation Board Meeting. Wendy Whitehead-Venters made the motion, which Greta Dupuy seconded. All members voted affirmatively; the motion passed.

**STUDENT
SPOTLIGHT**

The student highlighted was Jeffrey Odenkirk.

**NOMINATING
COMMITTEE**

David Fisher asked the newly appointed Board members to introduce themselves: Cyndi Jantomaso of Haines City Economic Development, Analisa Jahna of The Jahna Foundation, and Ty Pinner of SouthState Bank and Polk State College Alumni representative. Nancy Dodd of Duke Energy was not able to attend. David then asked the rest of the Board and guests to do introductions.

**PRESIDENT'S
REMARKS**

Polk State College President Dr. Angela Garcia Falconetti was not able to attend; therefore, Dr. Steve Warner spoke on her behalf. Dr. Falconetti was in Miami with the Commission of Education, signing an agreement with Spain for exchange students and/or faculty to study abroad. Dr. Falconetti will have a full report at the next quarterly meeting.

**CAPTRUST
INVESTMENT
REPORT**

Scott Lowke presented the CapTrust quarterly investment report.

FINANCIAL REPORT

Chair David Fisher advised a vote was required to provide banking authorization and asked for motions for the following:

Jennifer Hall moved that Joanie Malone, the new CFO, be appointed administrator for online banking and the Service First Credit Card account for the Bank of Central Florida. Greta Dupuy seconded the motion. All members voted affirmatively, and the motion passed.

Christine Samuels moved that Joanie Malone, the new CFO, be appointed administrator for Citizens' Bank & Trust. Wendy-Whitehead Venters seconded. All members voted affirmatively, and the motion passed.

Nikki Hayde moved to authorize the Executive Committee Members (David Fisher, Bo Boyte, Jennifer Hall, Dr. Steve Warner, and Dr. Angela Garcia Falconetti) to have signing authority at both the Bank of Central Florida and Citizens Bank and Trust. Seconded by Greta Dupuy. All Members voted affirmatively, and the motion passed.

A motion was made by Jennifer Hall and seconded by Beth Luckett to have the following authorized Bank of Central Florida credit card purchase amounts:

- Dr. Steve Warner - \$10,000
- Dr. Angela Garcia Falconetti - \$5,000
- Morgan Jacobson - \$5,000
- Joanie Malone - \$5,000
- Erica Turchin - \$5,000

The new CFO of the Foundation, Joanie Malone, presented the financial report, which included a summary statement, recent transactions, scholarship awards, a statement of activities versus operating budget, and a statement of position as of 7/31/24.

David Fisher asked all members to review the Conflict-of-Interest Policy and sign a Board of Directors Disclosure Statement and hand it in to the Foundation.

DEVELOPMENT REPORT

New Development Director Wendy Whitehead-Venters spoke of the following upcoming events:

- The Polk State College Basketball Tip-Off Dinner scheduled for October 17, 2024, at Adams Estate is being put on by Head Coach Brandon Giles and Wesley Barnett to thank their supporters.
- The John R. Alexander Memorial Clays Classic is scheduled for October 25, 2024, at Polk Sporting Clays to support Basketball & Volleyball.
- The William N. Ryan Memorial Golf Classic is scheduled for November 15, 2024, at The Country Club of Winter Haven to support Baseball and the William N. Ryan Memorial Scholarship.
- A Night of Legacy – Diamond Edition is scheduled for April 17, 2025, to celebrate Polk State College's 60th anniversary. More details to come.

**EXECUTIVE
DIRECTOR
REPORT**

Dr. Steve Warner, VP of Resource Development and Executive Director of Polk State College Foundation, spoke of the following:

- Staffing update
 - * Conducted an unsuccessful search about 2 ½ months ago and will be going about filling that position with a different approach.
 - * The search for a Communication Manager is on hold.
 - * Hoping to have a student worker to assist Erica Turchin, Manager of Events & External Affairs.
 - * A new job description for a new Director of Development for Athletics will be written.
- The Haines City—Davenport Campus Groundbreaking Ceremony will be held on October 9, 2024. Email invites have already gone out to the Board, to be followed by an actual mailer. The target is to reach 250 attendees. In the first 48 hours, the Foundation already received 103 responses. Official construction should start sometime in January 2025.
- This year's Endowed Teaching Chairs were congratulated – Professor Andrew Coombs, Professor Carol Martinson and Dr. LaTrice Moore.
- New Scholarship Update
 - * Elias “Lou” Costopoulos Memorial Scholarship
 - * Tucker Paving Inc. Scholarship
 - * Ellen S. Walworth Scholarship
 - * Fall 2024 Scholarship Awards

NEW BUSINESS

David Fisher spoke of the importance of each Board Member choosing a committee to serve on.

ADJOURNMENT

Chair David Fisher adjourned the meeting at 1:07 pm.

Board Minutes were recorded by Steven S. Warner, Vice President, Resource Development and Executive Director Polk State College Foundation, and prepared by Executive Assistant Gail Spence on August 27, 2024.

David Fisher
Foundation Board Chair

Steven S. Warner, Ed. D.
Vice President, Resource Development
and Executive Director PSC Foundation