**First Coast Technical College Education Foundation Minutes of Meeting**

**February 11, 2016 at 5:30 in Building 1**

**ATTENDEES** Nadia Garrett (telephonically), Sandra Hartley, Donna Mahoney, Tom Miller, Carol Saviak, Cecil Bateman, Rachael Kubly, Nancy Dering Mock and Arleen Dennison. Guests included Sandra Fortner and Renee Stauffacher.

**CALL TO ORDER** Chairman Sandra Harley called the meeting to order at 5:35 p.m.

**MINUTES** The minutes from the last meeting approved by motion of Miller, seconded by Bateman.

**FINANCIALS** Motion by Bateman, seconded by Dering Mock to accept the financials as presented.

**Director’s Report**

* **Scholarships:** New scholarships include St. Johns Dental Society, Women’s Exchange and Sertoma of St. Augustine
* **VISTA:** We will not be pursuing this at this time.
* **Fresh Starts:** Pursuing opportunities to expand, casting a wider net, involving new service partners and providing access to additional programs.
* **Website:** No update was provided
* **D&O Insurance:** Arleen will report back on Directors and Officers insurance

**NEW BUSINESS**

* **By-Laws Revision Article B – Section B** An amendment was introduced to increase the maximum number of Foundation board members to twenty (20). In addition, the amendment called for the addition of four (4) members from the college administration to be appointed by the President.

After discussion, Kubly made the following motion: “To have no more than one-quarter of the board made up of college representation as designated by the President and increase from fifteen to twenty members.” Mahoney seconded and the motion passed unanimously.

* **Resignation of Board President** Arleen announced the resignation of Sandra Hartley from the Foundation board. The board expressed appreciation for her service.

**OTHER BUSINESS**

* **Succession** A motion was made by Saviak and seconded by Kubly to elect Cecil Bateman as President of the Foundation Board. The motion carried unanimously.

A motion was made by Saviak and seconded by Garrett to elect Rachel Kubly as Vice-President of the Foundation Board. The motion carried unanimously.

* **New Board Members** The Board recognized the verbal appointments of Sandra Fortner and Renee Stauffacher as new Foundation Board members. Fortner discussed the importance of raising the profile of the Foundation internally within the College.
* **Nominating Committee** A nominating committee consisting of Bateman, Garrett, Stauffacher and Dennison was appointed.
* **Bank Signers** The Board approved Carol Saviak, Rachael Kubly and Arleen Dennison as signers of the TD Bank account.

**NEXT MEETING** Thursday, March 10, 2016 at 5:30 p.m.

**ADJOURNMENT** There being no further business, a motion was made by Miller and seconded by Saviak to adjourn at 7:05 p.m.

Respectfully submitted,

Nancy Dering Mock

Nancy Dering Mock,

Secretary