



UCF Foundation Board of Directors Meeting Minutes
Friday, April 14, 2023, | 1:00 p.m. – 2:00 p.m.
Orlando Downtown 400 W. Livingston St. Orlando, FL 32801

Members Present:

Tandreia Bellamy, Jessica Blume, Roslyn Burttram, Brian Butler, Linh Dang, John Euliano, Barry Forbes, Emeritus Director Charlie Gray, James Harhi, Stuart Heaton, Mike Hinn, Emeritus Director Phyllis Klock, Chris Marlin, Catherine McCaw-Engelman, Marc McMurrin, Tom McNamara, Kevin Miller, Dana Patton, Dianne Owen, Heather Pigman, Mark Plaumann, Eva Tukdarian, Kevin Wydra

Members Absent:

Clint Bullock, Carrie Daanen, Dr. Gideon Lewis, Trustee Caryl McAlpin, Roger Zlotoff

I. Welcome and Call to Order

Vice Chair Butler called the meeting to order at 1:20 p.m., stating that the meeting was covered under the Florida Sunshine Law and the public and press were invited to attend.

II. Roll Call and Quorum

Roll call was performed, and a quorum was confirmed.

III. Conflict of Interest Disclosure

No conflicts of interest were disclosed by members of the UCF Foundation Board of Directors.

IV. Minutes from the October 21, 2022, UCF Foundation Board Meeting

The minutes from the October 21, 2022, Foundation Board meeting were unanimously approved as written.

V. Leadership Reports

A. DISC-1: UCF Day of Giving

Heather Junod '98, Associate Vice President, Alumni Engagement and Annual Giving, gave an update on UCF Day of Giving. Numbers are still being calculated but the team exceeded all goals and expectations which included several sizable contributions. The entire university was engaged with many activation activities across campus. Heather thanked the board members for their support and participation.

B. DISC-2: Alumni Engagement & Annual Giving Report

Linh Dang, Alumni Board Chair, shared the success of National Networking Knight, held on March 9th with over 550 attendees nationwide. Dang also reviewed the 9th Annual 30 under 30 Award winners, who will be celebrated at a reception on Saturday, May 20, 2023. The program recognizes outstanding young alumni who continue to "Reach for the Stars" in their professional and personal lives since graduating from UCF. This year's class was impressive and included scientists, attorneys, teachers, financial analysts, nurses and more. Lastly, Dang thanked the Alumni Board for reaching 100% participation on Day of Giving.

VI. Consent Agenda

- A. EC-1: Proposed Amendments to the UCF Foundation, Inc. Corporate Resolution
- B. EC-2: UCF Foundation, Inc. Delegation of Signing Authority
- C. IC-1: Fiscal Year 2024 Spending Distribution
- D. IC-2: Statement of Investment Strategy

Motion:

Vice Chair Brian Butler asked for a motion to approve the consent agenda as presented. Director Miller made a motion to approve, Director Wydra seconded the motion. The motion was unanimously approved.

VII. Information

A. INFO-1: Standing Committee Reports

Brian Butler, Executive Committee Vice Chair, shared the Executive Committee Report in Director Daanen's absence. The committee has met twice since the last UCF Foundation Board meeting. In that time, the committee approved amendments to the UCF Foundation Corporate Resolution and the UCF Foundation Delegation of Signing Authority. The committee also approved the FY24 Spending Distribution and the Statement of Investment Strategy.

Mark Plaumann, Audit Committee Chair, shared that no meetings have occurred since the last UCF Foundation Board meeting. The committee will review the 2022 Tax Return, 990 and FY23 Audit Plan at the upcoming meeting.

Roslyn Burttram, Donor Engagement and Stewardship Chair shared that no meetings have occurred since the last UCF Foundation Board meeting. Roslyn invited fellow board members to volunteer to assist in Day of Giving stewardship follow up in the coming weeks.

Eva Tukdarian, Finance & Facilities Chair, shared that the committee has met twice since the last UCF Foundation Board meeting. Eva noted that the transition to Workday has created procedural and reporting challenges that the Foundation staff are working through; she also recognized the staff for their tireless work through the transition. Jon Bates, UCF Assistant Vice President for Real Estate, presented to the committee about the ongoing project to assess the university's needs for space on main campus and in Research Park, in support of the recently approved UCF Strategic Plan.

John Euliano, Governance Committee Chair, shared that the committee has met twice since the last UCF Foundation Board meeting. The committee reviewed board participation, mentor/mentee assignments, term rotations, and FY24 recruitment goals. The committee also approved the amended UCF Foundation Bylaws. John shared the work of Director Patton with the Board Composition Subcommittee. First term nominees, second term nominees, and the new Board Officer slate will be finalized at the May 19th meeting for board approval.

John Euliano, Investment Committee Vice Chair, shared the Investment Committee Report in Director Daanen's absence. The committee has met twice since the last UCF Foundation Board meeting. The investment management team from Callan presented an economic outlook and investment performance. The committee approved a two-tiered structure of non-endowed funds.

B. INFO-2: Five Things to Know

Brian Butler reviewed the Five Things to Know document. Butler also noted the Knights on Top document that is also included in the quarterly Pegasus mailing.

C. INFO-4: Board Participation Snapshot

Brian Butler reviewed the Board Participation Snapshot, noting that the stats were not up-to-date due to the Day of Giving taking place the day prior. A new snapshot would be sent to the board the following week with updated statistics.

VIII. Public Comment

No public comments were present.

IX. Closing Remarks and Announcements

Vice Chair Butler thanked the board for their participation in the meeting and reminded the group that the next meeting of the UCF Foundation Board of Directors is scheduled for June 2, 2023.

X. Adjournment of Business Meeting

Vice Chair Butler adjourned the meeting of the Foundation Board at 1:55 p.m.

Approved by the UCF Foundation Board of Directors on **June 2, 2023**.

Respectfully Submitted by:

Dana Patton '93

UCF Foundation Board of Directors

Minutes prepared by Demicia Colbert, Coordinator, Alumni Engagement and Annual Giving.

Commented [RW1]: I think the spacing is off for this paragraph. Needs to come in to be consistent.

Commented [JH2R1]: @Richard Welsh open this document in the Word app as opposed to the browser. The formatting is wonky in the browser but correct in the app.

Commented [RW3R1]: Okay. Much better.

Commented [RW4]: Is it that no requests for public comments were "present" or no members of the public were present? Again if this is how we usually say it then fine but I feel like to it might also say no requests for public comment were made. Sorry to be a pain.

Commented [JH5R4]: @Richard Welsh adjusted. Let me know if you're ok with this.

Commented [RW6R4]: Looks fine.