



Executive Committee Meeting Minutes
UCF Foundation Board
December 15, 2022
10:00 a.m. – 11:30 a.m.
Virtual Meeting

Attendance:

Linh Dang, John Miklos, Roslyn Burttram, Brian Butler, Carrie Daanen, John Euliano, Michael Johnson, Dana Patton, Mark Plaumann, Eva Tukdarian

I. Welcome and Call to Order

Chair Carrie Daanen called the Executive Committee meeting to order at 10:07 a.m. Roll call was performed, and a quorum was confirmed. Chair Daanen asked Vice Chair Burttram to preside over the meeting of the Executive Committee.

II. Conflict of Interest Disclosure

No conflicts of interest were disclosed by members of the Executive Committee.

III. Minutes from the July 28, 2022, Executive Committee Meeting

The minutes from the July 28, 2022, Executive Committee Meeting were unanimously approved as written.

IV. Reports

A. DISC-1 University Update

Dr. Michael Johnson, *Provost and Executive Vice President for Academic Affairs*, shared an update on Shining Nights, the recent \$10 million pledge from Dr. Phillips Charities for the UCF College of Nursing, and Hurricane Relief efforts. He also announced that UCF is National Cyberforce Champions once again and Number 20 in the U.S. ranking of most innovative schools.

B. DISC-3 UCF Alumni and Annual Giving Report

Linh Dang, *Alumni Board Chair*, shared a report on UCF Alumni events including UCF Homecoming, Knights Give Back, and the Shining Knight Awards.

C. DISC-2 UCF Advancement Report

Rodney Grabowski, CFRE, *Senior Vice President Advancement and Partnerships and CEO, UCF Foundation, Inc.*, shared Advancement's fundraising progress and attainment progress to goals. Grabowski also shared an operations update including hiring key positions and campaign readiness.

V. New Business

A. EC-1 Proposed Amendments to the UCFE Corporate Resolution

Youndy Cook shared proposed amendments to the UCFE Corporate Resolution document. Minimal changes were noted and only affected position titles.

Motion:

Vice Chair Burttram called for a motion to approve the UCFE Corporate Resolution as proposed.

Motion moved by Mark Plaumann and motion seconded by John Euliano. The motion was passed unanimously.

B. EC-2 Proposed Amendments to the UCFE Delegation of Signing Authority

Youndy Cook shared proposed amendments to the UCFE Delegation of Signing Authority document. It was noted that future changes of this policy will be put forward as memorandum to the Foundation Board and will not require a vote.

Motion:

Vice Chair Burttram called for a motion to approve the UCFE Delegation of Signing Authority as proposed.

Motion moved by Mark Plaumann and motion seconded by Brian Butler. The motion was passed unanimously.


VI. Closing Remarks and Announcements

No further remarks were made by members of the Committee.

VII. Adjournment

Vice Chair Burttram adjourned the meeting at 11:09 a.m.

Minutes Approved: **February 16, 2023**



Carrie Daanen
Carrie Daanen, Chair Executive Committee

Minutes Prepared by: Kelly Young, *Coordinator Foundation Board Relations*