



## Donor Engagement and Stewardship Committee Meeting Minutes

UCF Foundation Board

May 11, 2023 | 3:00 p.m. – 4:00 p.m.

Virtual Meeting

### **Members Present:**

Chair Roslyn Burttram, Tandreia Bellamy, Michael Manglardi, Dianne Owen, Janet Schwartz, Melissa Tomasso

### **Members Absent:**

Cathy Engelman, Michael Hinn, Vice Chair Marc McMurrin

#### **I. Welcome and Call to Order**

Director Roslyn Burttram, Chair of the Donor Engagement & Stewardship Committee, called the meeting to order at 3:06 p.m., stating that the meeting was covered under the Florida Sunshine Law and the public and press were invited to attend. Roll call was performed and a quorum was confirmed.

#### **II. Conflict of Interest Disclosure**

No conflicts of interest were declared by committee members.

#### **III. Meeting Minutes from the May 10, 2022, and September 1, 2022, Donor Engagement and Stewardship Committee Meeting**

##### **Motion:**

Minutes from the May 10, 2022, and September 1, 2022, Donor Engagement & Stewardship Committee meetings were unanimously approved as written.

#### **IV. New Business**

##### **DISC-1: Results of the FY23 Donor Engagement & Stewardship Plan**

Becky Fullmer, *Associate Vice President, Advancement Operations*, UCF Advancement & Partnerships, shared the results of the FY23 Donor Engagement and Stewardship Plan, including an overview of the Donor Relations Team's long term advancement goals. Fullmer mentioned UCF's high rate of donor retention compared to other organizations aligning with the university's long term strategic goals.

##### **DISC-2: Donor Wall Update**

Becky Fullmer, *Associate Vice President of Advancement Services*, UCF Advancement & Partnerships, shared an update on the Donor Wall project. To date, the Donor Wall design has not been finalized. The cost of material is estimated to be at least 20% higher resulting from inflation. Fullmer also shared areas of misalignment with the original plan compared to the comprehensive recognition plan that has been developed.

### **DISC-3: Impact Focus – First Generation Scholarships and Matching Grant Program**

Becky Fullmer, *Associate Vice President of Advancement Services*, UCF Advancement & Partnerships, shared an update on the current First Generation Matching Gift scholarship and discussed the impact on first generation students. Fullmer provided an update on one of the First Generation scholarship recipients to showcase the impact that this program has on First Generation students. Sean Farrell, *Director for Advancement*, UCF Advancement & Partnerships, shared an update on the First Generation Matching Gift Program 2:1 match with the State of Florida, noting its alignment with the University's Strategic Plan to continue supporting First Generation student.

### **DISC-4: Attainment Update**

Rodney Grabowski, *Senior Vice President*, UCF Advancement and Partnerships and *Chief Executive Officer*, UCF Foundation, Inc. shared the Attainment Update, noting the department will be experiencing a record year. Grabowski shared that by end of day Friday, May 12, the attainment figure would surpass \$95 million. The attainment is projected to exceed \$100 million with fifty days remaining in the fiscal year.

### **DISC-5: Looking Ahead**

Janelle Hom '10MA, *Director, Foundation Board Relations*, UCF Advancement & Partnerships, shared a brief potential strategic direction shift to expand the scope of work for the FY24 Donor Engagement and Stewardship Committee.

## **V. Closing Remarks**

No closing remarks were made.

## **VI. Adjournment**

Chair Burtram adjourned the meeting at 4:14 p.m.

Approved by Donor Engagement and Stewardship Committee on **October 26, 2023**:

Respectfully submitted by:



Roslyn Burtram

11/02/2023 13:05 EDT  
Roslyn Burtram P'20 H'23, *Chair, Donor Engagement and Stewardship Committee*  
UCF Foundation Board

Prepared by: Ronney Demosthene, *Coordinator, Foundation Board Relations*, UCF Advancement & Partnerships