



UNIVERSITY OF CENTRAL FLORIDA

# Foundation, Inc.

## UCF Foundation Board of Directors

### Finance and Facilities Committee

Dec 7, 2023, at 3:00 PM EDT to 4:00 PM EDT

Hybrid Meeting

#### Members Present:

Eva Tukdarian, *Committee Chair*, Mark Plaumann, *Committee Vice Chair*, Brian Butler, Clint Bullock, James Harhi, Rob Kantor

#### Members Absent:

Tom McNamara, Karl Hodges

#### I. Welcome and Call to Order

Director Tukdarian, *Committee Chair*, called the meeting to order at 3:00 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 quorum was confirmed.

#### II. Conflict of Interest Disclosure

No conflicts of interest were declared by committee members.

#### III. Minutes

Minutes from the October 26, 2023, Finance and Facilities Committee meeting were unanimously approved as written.

#### IV. Discussion

Erick Kepfer '00 '03MBA, *Director of Accounting*, Joseph Mera '03, *Director of Financial Planning & Analysis*, and Dan Gross, *Director of Real Estate & Facilities Operations*, all from UCF Advancement & Partnerships, presented the following item:

##### A. DISC-1: Supplemental Results of Operations for Period Ended Sept 30, 2023

Rod Grabowski, *Senior Vice President, UCF Advancement & Partnerships and CEO, UCF Foundation, Inc.*, provided a brief attainment update that would set the stage for fiscal operations-to-date reporting. Grabowski shared that \$30 million in attainment was projected to close by December 31. Fundraising year-to-date trends are similar to actual performance in Fiscal Year 2021-2022. WUCF has gone through a data conversation, impacting their reporting and subsequently the figures presented to the committee.

Mera provided an overview of financial reports for the period ended September 30, 2023. For the quarter ending September 30, 2023, the Foundation reported total funding sources of approximately \$8.1 million compared to a budget of \$7.9 million for the same period. The sources remained relatively flat for the first quarter. During that same period, the Foundation reported total funding uses of approximately \$6.2 million compared to a budget

of \$7.4 million for the same period. The favorability in actuals compared to budget primarily relates to personnel related expenses from unfilled positions. The university has utilized approximately \$7.9 million of Foundation gifts in support of programs, scholarships, and other university priorities.

Gerald Hector, *Senior Vice President for Administration and Finance*, University of Central Florida, joined the meeting to explain the updates in management reporting. Hector explained the need to see the full picture of UCF's Direct Service Organizations (DSO's) and the move to monthly management reporting for internal leadership.

Vice Chair Plaumann inquired whether peer universities utilizing Workday were able to do monthly GAAP statements. Hector shared that monthly GAAP statements were not feasible; however, other peer universities were all doing monthly management reports.

Chair Tukdarian inquired if these reports would be reflective of returns of investments. Hector shared that the university is not seeking endowment activity, but rather focus on revenue and expense trends. Mera added that the monthly reporting would include the operating revenues and expenses only. Mera also added examples of total attainment reports, rental revenue, and gift spend by company which relates to the "Colors of Money" practice within the university would be included in the reports as well.

Mera concluded with informing the committee that data is currently being gathered in preparation for the next filing of the 990 and 990-T. He also shared that appraisals on all Foundation-owned properties were in progress with results anticipated by the February 2024 meeting.

Dan Gross, *Director of Real Estate & Facilities Operations*, UCF Advancement & Partnerships, and Kevin Schloot '84, *Assistant Vice President*, McGriff Insurance Services, presented the following items:

#### **B. DISC-2: Insurance Renewals**

Gross shared that the UCF Foundation's insurance policies had renewed on December 1 which included coverages for property, general liability and umbrella, automobile, directors & officers, crime, and environmental insurance. The Foundation's policy saw a two percent adjustment from the previous year.

Schloot shared factors responsible for driving the cost of reinsurance, including inflation, catastrophic risk, and geopolitical factors. The costs of natural disasters, including labor and the cost of materials, have driven increases in premiums.

Director Harhi inquired about replacement cost caps. Schloot shared that with the total portfolio valued at \$128 million, the chances of a hurricane that would incur that level of damage was not in their models. Fire coverage met the full limit.

Janelle Hom '10MA, *Director of Foundation Board Relations*, UCF Advancement & Partnerships, presented the following items:

**C. DISC-3: Finance & Facilities Committee Charter Review**

Hom noted the Finance & Facilities Committee Charter outlined the scope of governance and work of the committee. The charter was last updated in October of 2021, outlining responsibilities around financial policies as well as the acquisition and management of properties. No recommendations to the charter were recommended at this time by board staff. Hom urged committee members to read and ensure understanding of their charter. No questions or recommended changes were presented by committee members.

**V. Information**

The following informational items were provided to the committee. No questions or comments were offered by committee members.

- A. INFO – 1 Committee Roster & Contact Information
- B. INFO – 2 Board Education & Engagement Program

**VI. New Business**

No new business was presented.

**VII. Adjournment**

Chair Tukdarian adjourned the meeting at 3:44 p.m.

Approved by the Finance & Facilities Committee on **February 15, 2024**.

Respectfully Submitted by:



Eva Tukdarian  
03/18/2024 14:26 EDT

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Eva Tukdarian '90 '91MSA, *Chair*, Finance and Facilities Committee

Minutes prepared by: Janelle Hom '10MA, Director, Foundation Board Relations, UCF Advancement & Partnerships