



UNIVERSITY OF CENTRAL FLORIDA

Foundation, Inc.

UCF Foundation Board of Directors Executive Committee

Dec 7, 2023, at 4:00 PM EDT to 5:00 PM EDT
Hybrid Meeting

Members Present:

Brian Butler, *Chair*, Roslyn Burttram, *Vice Chair*, Stuart Heaton, *Vice Chair*, Eva Tukdarian, *Treasurer*, Thuy Linh Dang, *Alumni Board Chair*, and Provost Michael Johnson

Members Absent:

Dana Patton, *Secretary*, Carrie Daanen, *Immediate Past Chair*, Jessica Blume, *Audit Committee Chair*, Trustee Caryl McAlpin

I. Welcome and Call to Order

Chair Butler called the meeting to order at 4:00 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, Executive Committee meeting and the November 14, 2023, UCF Foundation Finance Deep Dive were unanimously approved as written.

IV. Action

Joseph Mera '03, *Director of Financial Planning & Analysis*, UCF Advancement & Partnerships, presented the following items:

A. EC-1: Fiscal Year 2024-2025 Spending Distribution

Mera provided a brief overview of the Investment Committee's recommended approval of the endowment spending rate of 4% for Fiscal Year 2024-2025. The Investment Committee also recommended approval to maintain the endowment fee at 1.95%.

A motion was made by Vice Chair Heaton to accept the Investment Committee's recommendation of the Fiscal Year 2024-2025 Spending Distribution. Treasurer Tukdarian seconded. The motion was passed unanimously.

V. Discussion

Rod Grabowski, *Senior Vice President*, UCF Advancement & Partnerships, and *CEO*, UCF Foundation, Inc., presented the following items:

A. DISC-1: UCF Advancement & Partnerships Update

Grabowski provided an overview of progress toward the current fiscal year's attainment goal of \$100 million. Current attainment as of December 1, 2023, was reported at \$14.3 million with \$30 million projected to close by December 31, 2023.

Linh Dang '93, *Chair*, UCF Alumni Board, presented the following items:

B. DISC-2: UCF Alumni Engagement & Annual Giving Update

Dang provided a recap of Homecoming Week that took place October 23-28, 2023, which encompassed the Shining Knights Alumni Awards, Ignite the Knight, multiple tailgates, and the Spirit Splash Duck Campaign.

To date, Alumni Engagement & Annual Giving has achieved 27% of goal for alumni donors, not reflecting Giving Tuesday data. The department has achieved 48% of goal for engaged alumni, with 50,404 unique alumni engaging with the university this fiscal year.

C. DISC-3: Strategic Board Discussion

Chair Butler encouraged the Executive Committee to utilize the Strategic Board Discussion to discuss timely topics of interest. The Executive Committee discussed attainment progress and giving trends. Grabowski shared historical trend data to showcase the impact of donor count by various levels of giving. The discussion led to a desire of board officers to assist where possible with prospect and pipeline discovery work.

Chair Butler directed staff to work with the Executive Committee on a process to review their networks and how they can assist with prospective donors. This process should be accomplished with progress reporting by the February 15, 2024, meeting.

VI. Information

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

A. INFO-1: Board Education & Engagement Program

VII. New Business

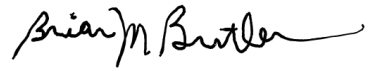
No new business was presented.

VIII. Adjournment

Chair Butler adjourned the meeting at 5:10 p.m.

Approved by the Executive Committee on February 15, 2024.

Respectfully Submitted by:



Brian Butler

~~03/10/2024 20:58 EDT~~

Brian Butler H'22, *Chair*, Executive Committee

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