

“To Transform Lives and Invest in Tomorrow”

PASCO–HERNANDO STATE COLLEGE FOUNDATION, INC.

FOUNDATION EXECUTIVE BOARD MEETING

Wednesday, March 27, 2024

West Campus Conference Center,

Building R-151

5:30 PM - Meeting Called to Order

AGENDA

1. GENERAL FUNCTIONS

1.1 Call to Order

1.2 Roll Call

1.3 Code of Ethics — Conflict of Interests Recusals — Quorum (4)

1.4 Approval

1.4.1 Warrant Registers for January and February

1.4.2 Minutes, Executive Board Meeting, January 24, 2024

1.4.3 Minutes, Full Board Meeting, January 24, 2024

**1.5 Vice President of Advancement, Innovation and Strategic Partnerships
Report – Dr. Lisa Richardson**

1.6 Finance Committee Report – Skip Miller

1.7 New Business

1.8 Informational Items

2. ADIOURNMENT - *Networking and refreshments begins at 6:00 pm*

The PHSC Foundation is a direct-support organization for Pasco-Hernando State College, and provides strategic support and funding for scholarships, salaries, library resources, faculty and staff development, construction and renovation, student recruitment and outreach, academic programs, technology, and other college needs as deemed appropriate by the Members of the Foundation Board.

Pasco-Hernando State College Foundation, Inc.
Warrant Register
January 2024

Date Paid	Check #	Vendor name	Description	Amount	Bank name
1/3/2024	24	AT&T Mobility	Jan2024 wireless services	\$66.47	Truist
1/22/2024	1279	Truist Bank Fees	Truist Bank Fees for January	\$71.08	Truist
1/2/2024	3097	Tix, Inc.	Internet Fees Ticket Sales 12-8-23 to 12-14-23	\$57.25	Truist
1/8/2024	3098	Tix, Inc.	Internet Fees Ticket Sales 12-29-23 to 1-4-24	\$22.50	Truist
1/8/2024	3099	TST Impreso, Inc.	Color Copy paper order	\$231.39	Truist
1/16/2024	3100	BrightDot	PXT assessment	\$900.00	Truist
1/16/2024	3101	Sunrise Consulting Group	Dec 23 Monthly Consulting Services	\$4,500.00	Truist
1/16/2024	3102	Tix, Inc.	Internet Fees Ticket Sales 1-05-24 to 1-11-24	\$15.00	Truist
1/22/2024	3103	Complete Erosion Control, LLC	Maint.Mowing Snell Property Jan2024	\$150.00	Truist
1/22/2024	3104	Minuteman Press of NPR	PAC 2023/2024 series - 50 booklets	\$155.41	Truist
1/22/2024	3105	Richardson, Lisa	BAM - donor greeting cards - stewardship	\$22.14	Truist
1/22/2024	3106	Soundcraft Piano	Tune piano at the Performing Arts Center	\$140.00	Truist
1/22/2024	3107	Tix, Inc.	Internet Fees Ticket Sales 1-12-24 to 1-18-24	\$17.50	Truist
1/22/2024	3108	William Clare Entertainment	1/19/24 She Will Rock You - PAC Show	\$5,700.00	Truist
1/22/2024	3109	Judith A Barrett	2024Ruth Kavli Trust Annual Fee for selection of scholarship recipients	\$1,500.00	Truist
1/29/2024	3110	John Stalter	Dr.Beard celebration SH campus 2.5hrs	\$125.00	Truist
1/29/2024	3111	Tix, Inc.	Internet Fees Ticket Sales 1-19-24 to 1-25-24	\$10.50	Truist
Truist				\$13,684.24	
1/2/2024	421	Bank of America	Bank of America Merchant Account Fee for January 2024	\$81.13	Bank of America
1/4/2024	4153	Bank of America	FICPA certification CC; AMAZON bk for stewardships; USPS mailing to board members & alumni; FNDN YE Team building event- food and supplies; SACSSCOC Administrative Dinner TB; Lunch w/Trustee M.PeasonAdams; Beef-O-Brady's mtg w/Pasco & Hernando superintendents; Holiday Caroling stewardship-cards/gifts/supplies; Printing Alumni Flyers for Commencement; FLCraker mtg w/L.Monbarren-alumn cultivation; PAC show- food for attendees and band, misc supplies; Idea Book purchases for team development; LEMA flag purchase for stewardship.	\$1,551.39	Bank of America
Bank of America, NA				\$1,632.52	
Total				\$15,316.76	

Supporting documentation on these expenditures will be made available upon request.

Pasco-Hernando State College Foundation, Inc.
Warrant Register
February 2024

Date Paid	Check #	Vendor name	Description	Amount	Bank name
2/5/2024	25	AT&T Mobility	Feb2024 wireless services	\$66.47	Truist
2/21/2024	1305	Truist Bank	Truist Bank Fees for February	\$94.42	Truist
2/5/2024	3112	Pasco-Hernando State College	Fall Semester 20241 & late Summer 20233 Scholarships Awarded	\$564,908.55	Truist
2/5/2024	3113	Sunrise Consulting Group	Jan mthly consulting services	\$4,500.00	Truist
2/5/2024	3114	Tix, Inc.	Internet Fees Ticket Sales 1-26-24 to 2-1-24	\$16.25	Truist
2/14/2024	3115	Burgess Chambers & Assoc., Inc.	Q4-23 Investment Advisory fees	\$16,710.10	Truist
2/14/2024	3116	Hits 106/WGHR-FM	PAC show series Advertising JAN. Rock Artisit	\$630.00	Truist
2/14/2024	3117	Minuteman Press of NPR	Envelopes for Foundation	\$500.65	Truist
2/14/2024	3118	RESolutions TECH Inc.	3YR TSP & 1YR RE support package	\$7,000.00	Truist
2/14/2024	3119	Tix, Inc.	Internet Fees Ticket Sales 2-2-24 to 2-8-24	\$0.75	Truist
2/19/2024	3120	Jesse Pisors	Hell's Kitchen din w/Trustees & college Pres. & PHSC exec; Kafe Kokopelli - mtg w/Trustees @DBOT agenda	\$457.18	Truist
2/19/2024	3121	Pasco-Hernando State College	Q4-23 SPD Salary & Expense	\$237,524.00	Truist
2/19/2024	3122	William Clare Entertainment	PAC Olivia show 2/23/24 entertainment	\$5,700.00	Truist
2/26/2024	3123	Minuteman Press of NPR	PAC show 2023/24 series - 100 booklets	\$261.18	Truist
2/26/2024	3124	Tix, Inc.	Internet Fees Ticket Sales 2-16-24 to 2-22-24	\$20.75	Truist
2/26/2024	3125	Jesse Pisors	LeGarden Bistro - Alice Jones & L.Richardson dinner JP	\$157.32	Truist
Truist				\$838,547.62	
2/29/2024	#	Bank of America	Bank of America Merchant Account Fee for February 2024	\$93.26	Bank of America
2/5/2024	4154	Bank of America	AFP - Fundraising lunch mtgs; Office Depot - Supplies for office; Publix - supplies for board mtgs, stewardship and cards for stewardship; Publix - PAC show food for entertainers & staff; Sorrento Sweets - nanming ceremony snacks; Hungry Greek - catering board mtg; Aatrix 1099 NEC filing fee; Walmart - PAC show supplies; Tina & Joe's Cafe - alumni donor cultivation; Steph's Southern Soulfood - 1.Dr. Beard family retirement party & 2.SPD staff development; Beef O Brady's - Dr. Beard & Dr. Pisor lunch; Chili's - Dr. Beard & Dr. Pisor lunch with wives; Georgio's - Dr. Beard dinner w/Hernando & Pasco county reps; Ruby Tuesday - Dr. Pisor mtg with SH Provost, Amy Anderson; FL Craker - Dr. Pisor mtg with East Provist. Dennis Feltwell.	\$3,688.31	Bank of America
Bank of America, NA				\$3,781.57	
Total				\$842,329.19	

Supporting documentation on these expenditures will be made available upon request.

"To Transform Lives and Invest in Tomorrow"

PASCO–HERNANDO STATE COLLEGE FOUNDATION, INC.

FOUNDATION EXECUTIVE BOARD MEETING

Wednesday, January 24, 2024

Porter Campus, Board Room, Bldg. A-4th floor, Room A-413

5:30 PM - Meeting Called to Order

MINUTES

1. GENERAL FUNCTIONS

1.1 Call to Order – Meeting was called to order at 5:30 PM.

1.2 Roll Call

Present: Seth Mann, Barbara-Jo Bell, Shonda Wilson, Lee Maggard, Bob Bade, Brandon May. Dr. Timothy Beard, Dr. Jesse Pisors

Zoom: Skip Miller, Andrea Brvenik, Andrew Kalel, Shawn Foster

Guest: Aaron Ellerman

Staff: Lisa Richardson, Luther Buie, Carla Crow, Michelle Bullwinkel, Kimberly Hatfield, Jennifer Ferguson, Claudia Martins, Tracy Meshey

1.3 Code of Ethics - Conflict of Interests Recusals – Quorum (5) No conflicts of interest or recusals and a quorum was met at 5:30 PM.

1.4 Approval

1.4.1 Meeting Minutes for September Executive Committee Meeting

Motion to approve: Lee Maggard

Second: Shonda Wilson

Motion approved unanimously.

1.4.2 Meeting Minutes for September Full Board Meeting

Motion to approve: Lee Maggard

Second: Shonda Wilson

Motion approved unanimously.

1.4.3 Meeting Minutes for December Special Called Full Board Meeting

Motion to approve: Barbara-Jo Bell

Second: Lee Maggard

Motion approved unanimously.

The PHSC Foundation is a direct-support organization for Pasco-Hernando State College, and provides strategic support and funding for scholarships, salaries, library resources, faculty and staff development, construction and renovation, student recruitment and outreach, academic programs, technology, and other College needs as deemed appropriate by the Members of the Foundation Board.

1.4.4 Warrant Registers for October, November, and December 2023

Motion to approve: Shonda Wilson
Second: Barbara-Jo Bell
Motion approved unanimously.

1.5 Vice President of Advancement, Innovation and Strategic Partnerships

Report — Dr. Lisa Richardson

Introduction of Dr. Jesse Pisors, PHSC President Elect.

1.6 Finance Committee Report — Skip Miller

1.6.1 Dashboard Report: Skip Miller reviewed the dashboard report as of September 30, 2023. For the total investments, in September 2023 the Foundation had about \$63 million compared to 2022 when investments totaled a little under \$62 million. For cash and cash equivalents, investments were \$3.1 million and retail banks were a little over \$.5 million with a total of \$3.7 million.

1.6.2 2024 Proposed Budget & Summary Reports: Skip Miller reviewed the proposed budget for 2024.

Motion to approve: Barbara-Jo Bell
Second: Shonda Wilson
Motion approved unanimously.

1.6.3 Release of Quasi-Endowed Fund for Athletics

Motion to approve: Barbara-Jo Bell
Second: Lee Maggard
Motion approved unanimously.

1.6.4 Updated Investment Policy Statement & Program Analysis Report – Mitchell Brennen

Motion to approve: Barbara-Jo Bell
Second: Shonda Wilson
Motion approved unanimously.

1.7 New Business

1.8 Informational Items

1.8.1 2024 Foundation Board List – Motion to add Kerra Kuzmick back to Full Board Member list.

Motion to approve: Bob Bade
Second: Shonda Wilson
Motion approved unanimously.

2. **ADJOURNMENT** - Meeting adjourned by Seth Mann on January 24 at 6:07 PM
Motion to approve: Seth Mann
Second: Barbara-Jo Bell
Motion approved unanimously.

Seth Mann, Chairman

Bob Bade, Secretary

“To Transform Lives and Invest in Tomorrow”

PASCO–HERNANDO STATE COLLEGE FOUNDATION, INC.

FOUNDATION FULL BOARD MEETING

Wednesday, January 24, 2024

Porter Campus, Board Room, Bldg. A- 4th floor, Room A-413

6:30 PM - Meeting Called to Order

MINUTES

1. GENERAL FUNCTIONS

1.1 Call to Order - Meeting was called to order at 6:35 PM.

1.2 Roll Call -

Present: Seth Mann, Barbara-Jo Bell, Shonda Wilson, Lee Maggard, Bob Bade, Brandon May, Charles Spinner, David Lambert, Kerra Kuzmick, Leanne Salazar, Ken Burdzinski, Monica Mills, George Angeliadis, Dr. Timothy Beard, Dr. Jesse Pisors

Zoom: Skip Miller, Andrea Brvenik, Andrew Kalel, Shawn Foster

Guest: Aaron Ellerman

Staff: Lisa Richardson, Luther Buie, Carla Crow, Michelle Bullwinkel, Kimberly Hatfield, Jennifer Ferguson, Claudia Martins, Tracy Meshey

1.3 Code of Ethics - Conflict of Interests Recusals – Quorum (13) No conflicts of interest or recusals and a quorum was met at 6:35 PM.

1.4 Ratification

1.4.1 Meeting Minutes for September Executive Committee Meeting

Motion to approve: David Lambert

Second: Shonda Wilson

Motion approved unanimously.

1.4.2 Meeting Minutes for September Full Board Meeting

Motion to approve: David Lambert

Second: Shonda Wilson

Motion approved unanimously.

1.4.3 Meeting Minutes for December Special Called Full Board Meeting

Motion to approve: Ken Burdzinski

Second: Barbara-Jo Bell

Motion approved unanimously.

The PHSC Foundation is a direct-support organization for Pasco-Hernando State College, and provides strategic support and funding for scholarships, salaries, library resources, faculty and staff development, construction and renovation, student recruitment and outreach, academic programs, technology, and other College needs as deemed appropriated by the Members of the Foundation Board.

1.4.4 Warrant Registers for August, September, October, November, and December 2023

Motion to approve: David Lambert
Second: Brandon May
Motion approved unanimously.

1.4.5 Resolution for New Signers:

Motion to approve: Barbara-Jo Bell
Second: Leanne Salazar
Motion approved unanimously.

1.5 Sunrise Consulting Report – Shawn Foster.

1.6 Vice President of Advancement, Innovation and Strategic Partnerships Report — Dr. Lisa Richardson

1.6.1 YTD Donation Revenue Report – Kimberly Hatfield

Provided a brief overview of the year-to-date donation revenue report. As of December 31st, we received over \$2,272,145 in cash donations. This includes two bequest gifts totaling \$1,470,906.

1.7 President’s Report

1.7.1 Presidential Briefing

1.8 Finance Committee Report — Skip Miller

1.8.1 Dashboard Report: Skip Miller reviewed the dashboard report as of September 30, 2023. For the total investments, in September 2023 the Foundation had about \$63 million compared to 2022 when investments totaled a little under \$62 million. For cash and cash equivalents, investments were \$3.1 million and retail banks were a little over \$.5 million with a total of \$3.7 million.

1.8.2 2024 Proposed Budget & Summary Reports

Motion to approve: Barbara-Jo Bell
Second: Leanne Salazar
Motion approved unanimously.

1.8.3 Release of Quasi-Endowed Fund for Athletics

Motion to approve: Barbara-Jo Bell
Second: Leanne Salazar
Motion approved unanimously.

1.8.4 Updated Investment Policy Statement & Program Analysis Report

Motion to approve: Barbara-Jo Bell
Second: Leanne Salazar
Motion approved unanimously.

1.9 New Business

1.9.1 Governance Committee Report – George Angeliadis

1.9.1a Updated Bylaws

Motion to approve: Barbara-Jo Bell
Second: Leanne Salazar
Motion approved unanimously.

1.9.1b 2024 Foundation Board List

To reinstate Kerra Kuzmick:

Motion to approve: Barbara-Jo Bell
Second: Charles Spinner
Motion approved unanimously.

Motion for FOUR new Board Members:

Motion to approve: David Lambert
Second: Brandon May
Motion approved unanimously.

Motion for Executive Board officers:

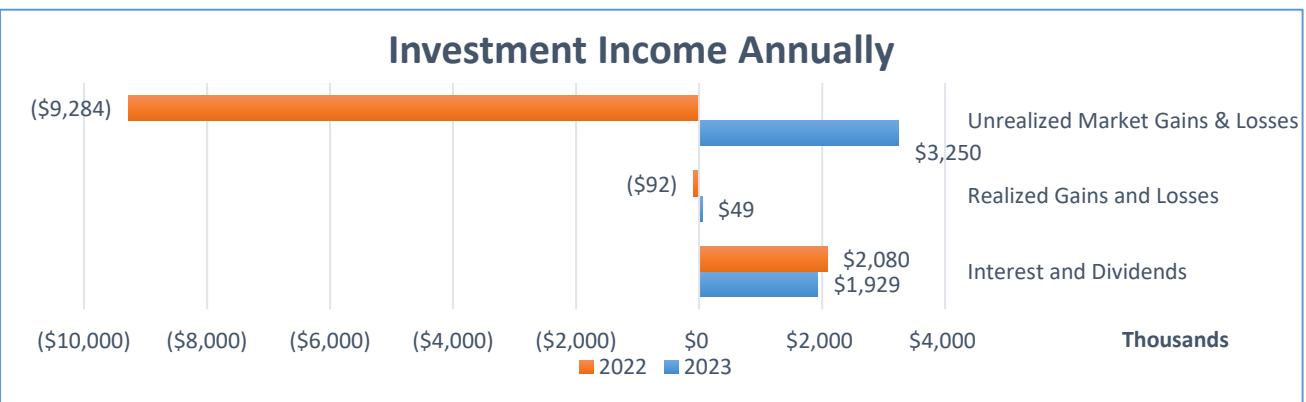
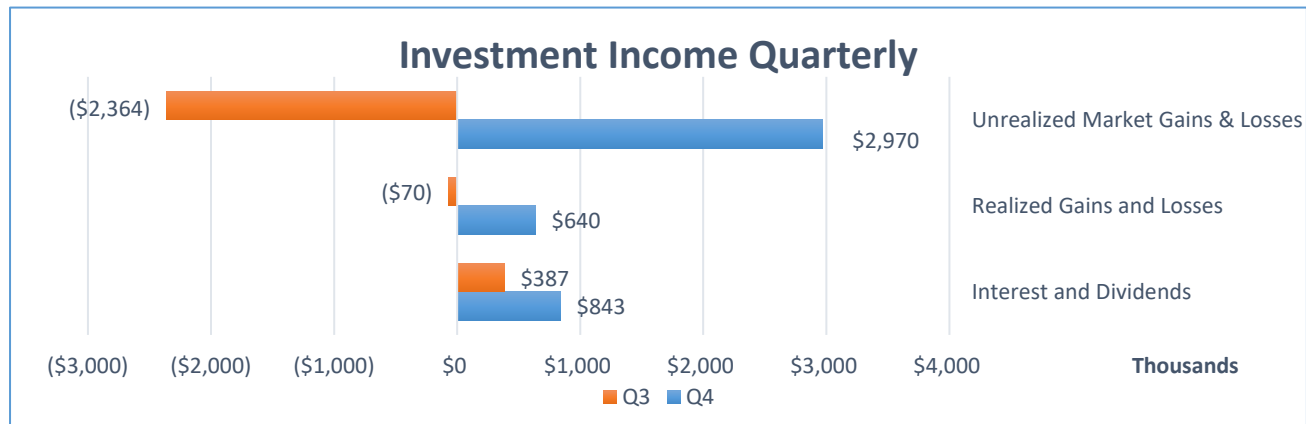
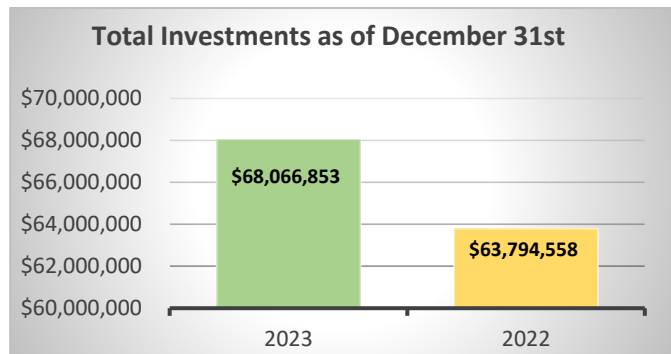
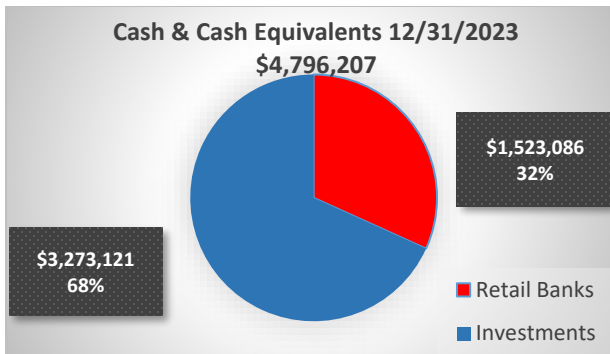
Motion to approve: David Lambert
Second: Monica Mills
Motion approved unanimously.

1.10 Informational Items

2. **ADJOURNMENT** Meeting adjourned by Seth Mann on January 24 at 8:00 PM
Motion to approve: Seth Mann
Second: Barbara-Jo Bell
Motion approved unanimously.

Seth Mann, Chairman

Bob Bade, Secretary



Budget Variance Report 2023

Account Number	Amended Budget	12/31/2023	Variance	%
Revenues				
Total Operating Revenues	\$2,424,714	\$4,883,034	\$2,458,320	201%
Expenses				
Total Support Services	\$610,425	\$321,819	\$288,606	53%
Total College Support	\$2,778,079	\$2,239,123	\$538,956	81%
Total Investments Expense	\$245,000	\$238,689	\$6,311	97%
Total Expenses	\$3,633,504	\$2,799,632	\$833,872	77%
NET SURPLUS/(DEFICIT)	(\$1,208,790)	\$2,083,402	\$3,292,192	
Total Additions to Endowments	\$100,000	\$65,407	(\$34,593)	65%

SAVE THE DATE

Friday, October 18, 2024

***Registration – 7:30 a.m.**

***Shotgun start – 9:00 a.m.**



Lake Jovita

GOLF & COUNTRY CLUB

PHSC Foundation Annual Golf Tournament

Lake Jovita Golf & Country Club in Dade City

Presented By:



For more information, please contact:

Jen Ferguson at 727.816.3431 or fergusj@phsc.edu

Visit: giving.phsc.edu/golf for sponsorship opportunities