PASCO-HERNANDO STATE COLLEGE FOUNDATION, INC.

FOUNDATION FULL BOARD MEETING
Wednesday, September 23, 2026
Spring Hill Campus, Conference Center, Bldg. B
6:00 p.m. - Meeting Called to Order
Join Zoom Meeting
https://phsc.zoom.us/j/97246426322
Meeting ID: 972 4642 6322

AGENDA

1. GENERAL FUNCTIONS

1.1 Call to Order

1.2 Roll Call

1.3 Code of Ethics - Conflicts of Interest and Recusals – Quorum (8)

1.4 Ratification

1.4.1 Meeting Minutes for the June 24, 2026, Executive Board meeting

1.4.2 Meeting Minutes for the June 24, 2026, Full Board meeting

1.4.3 Warrant Registers for June, July and August 2026

1.5 Interim Executive Director's Report — Michelle Bullwinkel

1.5.1 Board Member Engagement

1.5.2 2026 Foundation Board Survey Results

1.5.3 Foundation Board Nomination Form

1.6 President's Report — Dr. Eric Hall

1.7 Finance Committee Report — Skip Miller

1.7.1 Dashboard Report

1.8 Governance Committee Report — Andy Taylor

1.8.1 Review and Approval of Proposed Bylaw Amendments

1.9 New Business

1.10 Informational Items

1.10.1 Foundation Events Update – Jen Ferguson

1.10.2 2027 Quarterly Foundation Board Meeting Dates

2. <u>ADJOURNMENT</u>

"To Transform Lives and Invest in Tomorrow"

PASCO-HERNANDO STATE COLLEGE FOUNDATION, INC.

FOUNDATION EXECUTIVE BOARD MEETING
Wednesday, June 24, 2026
East Campus, Conference Center, Bldg. A-240
Meeting Called to Order – 5:31 p.m.

MINUTES

1. <u>GENERAL FUNCTIONS</u>

1.1 Call to Order – Meeting was called to order at 5:31 p.m.

1.2 Roll Call –
Present: The Honorable Barbara-Jo Bell, Brandon May, Trustee Nicole Newlon, Seth Mann

Via Zoom: Skip Miller, Andy Taylor

Staff: Dr. Lisa Richardson, Carla Crow, Michelle Bullwinkel, Christian Hernandez, Jennifer Ferguson, Kimberly Hatfield, Mildred Diaz Santiago, Claudia Martins

1.3 Code of Ethics - Conflicts of Interest and Recusals – Quorum (4) No conflicts of interest or recusals, and a quorum was met at 5:31 p.m.

1.4 Approval

1.4.1 Meeting Minutes for the March 25, 2026, Executive Board meeting
1.4.2 Meeting Minutes for the March 25, 2026, Full Board meeting
1.4.3 Warrant Registers for February, March, April and May 2026

Motion to approve: Seth Mann
Second: Brandon May
Motion approved unanimously.

1.5 Executive Director's Report — Dr. Lisa Richardson
Dr. Richardson presented the executive director's report, highlighting fundraising priorities for the 26-27 academic year with a focus on athletics and scholarships, and announced that the Performing Arts Series would take a year break to explore collaboration opportunities.

1.6 Audit Committee Report – Brandon May
Brandon May introduced the auditor, Steven Giarratano. Steven presented the 2025 financial audit results, which had an unmodified opinion and a total net position of approximately $81.46 million. He also reviewed the agreed-upon procedures report and Form 990, both of which had no findings and were ready for approval.

1.6.1 2025 Audit Report (for approval)

1.6.2 2025 AUP Report (for approval)

1.6.3 2025 Form 990 (for approval)

Motion to approve: Seth Mann
Second: Barbara-Jo Bell
Motion approved unanimously.

1.7 Finance Committee Report – Skip Miller

1.7.1 Dashboard Report

Skip Miller presented the finance report, discussing investment performance and portfolio movements, including the repositioning of Fidelity LC Value Fund into BNY Mellon Dynamic Value Fund and Putnam LC Value Fund, resulting in realized gains of $4.369 million. The organization's financial position as of March 31, 2026, shows total assets of $81.28 million compared to $73.65 million in 2025.

1.7.2 2026 Budget Amendment 1 (for approval)

Carla Crow requested and explained a budget amendment to increase program development expenses by $300,577, including $270,000 for LINE Fund matching funds, $15,000 for The Institute for Nursing and Allied Health Advancement cocktail/gala event, and increases for the athletic teams from fundraising.

Motion to approve: Brandon May
Second: Barbara-Jo Bell
Motion approved unanimously.

1.8 New Business - Dr. Lisa Richardson made the formal introduction of the new Foundation Accountant Mildred Santiago, who began effective June 13.

1.9 Informational Items – Chair Bell and Dr. Richardson recognized board members' contributions to recent Foundation and College events.

2. <u>ADJOURNMENT</u> - Motion to adjourn the meeting by Brandon May, seconded by The Honorable Barbara-Jo Bell. Meeting adjourned at 5:57 p.m.

Barbara-Jo Bell, Chair	**Dr. Prashanth Pilly, Secretary**

"To Transform Lives and Invest in Tomorrow"

PASCO-HERNANDO STATE COLLEGE FOUNDATION, INC.

FOUNDATION FULL BOARD MEETING
Wednesday, June 24, 2026
East Campus, Conference Center, Bldg. A-240
Meeting Called to Order – 6:30 p.m.

MINUTES

1. GENERAL FUNCTIONS

1.1 Call to Order – Meeting was called to order at 6:30 p.m.

1.2 Roll Call –

Present: The Honorable Barbara-Jo Bell, Brandon May, Trustee Nicole Newlon, Seth Mann, Ben Cooper, Bill Cronin, John Dougherty, Kerra Kuzmick, Monica Mills, Dr. Stacey Thomson, Pam Wilfong, Shonda Wilson, Jessica Zimmerman, Janei Harris

Via Zoom: Skip Miller, Andy Taylor, Ken Burdzinski, Dr. Eric Hall

Staff: Dr. Lisa Richardson, Carla Crow, Michelle Bullwinkel, Christian Hernandez, Jennifer Ferguson, Kimberly Hatfield, Mildred Diaz Santiago, Claudia Martins

1.3 Code of Ethics – Conflicts of Interest and Recusals – Quorum (13)
No conflicts of interest or recusals, and a quorum was met at 6:30 p.m.

1.4 Ratification

1.4.1 Meeting Minutes for the March 25, 2026, Executive Board meeting
1.4.2 Meeting Minutes for the March 25, 2026, Full Board meeting
1.4.3 Warrant Registers for February, March, April and May 2026

Motion to approve: John Dougherty
Second: Ben Cooper
Motion approved unanimously.

1.5 Executive Director's Report — Dr. Lisa Richardson

1.5.1 Recognition – Carla Crow was recognized for her seven years of service with the Foundation and her promotion to Assistant Comptroller. Mildred Diaz Santiago was introduced as Carla's successor, who was with the College's Institute of Nursing and Allied Health Advancement.

1.5.2 PHSC Foundation Board Evaluation Survey – Board members will receive an annual board survey early next week, developed by Dr. Amy Albee from the Office of Institutional Effectiveness. Please note that there are two parts to the survey:

one is self-perception, and the other is your perception of the Board as a whole. All board members are asked to complete the annual board survey by July 31.

1.5.3 Trustee Representative – Trustee Nicole Newlon will continue as the designee.

1.5.4 2026 – 2027 Fundraising Priorities – The Foundation will strategically focus on the funding priorities for the year, including scholarships and athletic enhancements, and seek out potential partners or sponsors. Dr. Richardson shared that the Foundation has decided to take a one-year break from the Performing Arts Series. The decision to pause the traditional Performing Arts Series is due to declining attendance since COVID and the need to bring a more diverse population to campus. The Foundation team will continue collaborating with Dr. Lauren Murray, Executive Director of the IPAC, on new initiatives.

1.6 President's Report — Dr. Eric Hall

Dr. Hall provided updates on campus safety legislation implementation and discussed the College's recent successes, including the first-ever spring commencement at Grace World Outreach Church and a $3 million job growth grant for aviation programs. He highlighted potential new additions to athletic programs, including women's beach volleyball, and discussed needed investments in sports facilities and digital scoreboards.

Dr. Hall also mentioned the opening of the Wilton Simpson Science and Innovation Center and noted that the College received approximately $890,000 in total budget increases despite facing challenges with the state funding formula. Enrollment growth exceeded 6% despite state projections of only 1.9%. Dr. Hall reported that while the College has a strong financial position, narrow margins are expected due to rising costs exceeding $700,000. The Governor has approved funding for two key priorities: $850,000 for The Institute of Nursing and Allied Health Advancement and $3.2 million for the YMCA partnership project at West Campus.

The College is set to open its first charter school, Dayspring Academy, in August at the West Campus. Regarding the consolidated funding request for 28 state colleges, Dr. Hall indicated uncertainty about continuing the current formula due to unclear allocation of the $30 million, with discussions ongoing among presidents about potentially revisiting the funding model.

1.7 Audit Committee Report – Brandon May

Brandon May introduced the auditor, Steven Giarratano. Steven presented the 2025 financial audit results, which had an unmodified opinion and a total net position of approximately $81.46 million. He also reviewed the agreed-upon procedures report and Form 990, both of which had no findings and were ready for approval.

1.7.1 2025 Audit Report (for ratification)
1.7.2 2025 AUP Report (for ratification)
1.7.3 2025 Form 990 (for ratification)

Motion to approve: John Dougherty
Second: Shonda Wilson

Motion approved unanimously.

1.8 Finance Committee Report — Skip Miller

1.8.1 Dashboard Report

Skip Miller presented the finance report, discussing investment performance and portfolio movements, including the repositioning of Fidelity LC Value Fund into BNY Mellon Dynamic Value Fund and Putnam LC Value Fund, resulting in realized gains of $4.369 million. The organization's financial position as of March 31, 2026, shows total assets of $81.28 million compared to $73.65 million in 2025.

1.8.2 2026 Budget Amendment 1 (for ratification)

Carla Crow requested and explained a budget amendment to increase program development expenses by $300,577, including $270,000 for LINE Fund matching funds, $15,000 for The Institute for Nursing and Allied Health Advancement cocktail/gala event, and increases for the athletic teams from fundraising.

Motion to approve: Brandon May
Second: Seth Mann
Motion approved unanimously.

1.9 New Business – Chair Barbara-Jo Bell and Dr. Lisa Richardson proposed starting future board meetings at 6 p.m. instead of 6:30 p.m. The Board agreed, and this change will begin with the September 23, 2026, meeting.

1.10 Informational Items –

1.10.1 Foundation Events Update – Jen Ferguson

Jen Ferguson shared that part of the plan for the 2027 golf tournament is exploring the possibility of hosting it in Hernando County as well as planning for June 1, 2027, charity bingo night event.

2. <u>ADJOURNMENT</u> - Motion to adjourn the meeting by Seth Mann, seconded by Bill Cronin. Meeting adjourned at 7:34 p.m.

Barbara-Jo Bell, Chair	**Dr. Prashanth Pilly, Secretary**

Pasco-Hernando State College Foundation Inc.
Warrant Bank Register Report
June 2026

Date Paid	Check #	Vendor Name	Description	Amount	Bank Name
06/04/2026	62	AT&T Mobility	Wireless services April 10 to May 9th	$67.47	Truist
06/08/2026	3358	Community Florist	ARR arrangement J.Siem	$107.00	Truist
06/29/2026	3359	Minuteman Press of NPR	Desk Note Stationary LR	$121.84	Truist
06/29/2026	3360	Pasco-Hernando State College	Career Source Scholarship for Bastian	$1,667.80	Truist
06/22/2026	1867	Truist	June Bank Fees	$92.95	Truist
			Truist	**$2,057.06**	
06/02/2026	678	Bank of America	Bank of America Merchant Account Fee	21.34	Bank of America
06/08/2026	4184	Bank of America	Walmart: Office Supplies; McAlister's Deli: Lunch with Baseball Team OK; Olive Garden: Commencement Refreshments for VIPs; Sam's Club: Golf Tournament Supplies	$1,142.49	Bank of America
			Bank of America, NA	**$1,163.83**	
		Total		**$3,220.89**	

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

Pasco-Hernando State College Foundation Inc.
Warrant Bank Register Report
July 2026

Date Paid	Check #	Vendor Name	Description	Amount	Bank Name
7/6/2026	63	AT&T Mobility	Wireless services May 10th to June 9th	$67.47	Truist
7/20/2026	3362	Pasco-Hernando State College	Summer 2026-3 Scholarship Awards	$152,629.08	Truist
7/21/2026	1886	Bank Fees	July Bank Fees	$85.94	Truist
			Truist	**$152,782.49**	
7/2/2026	679	Bank of America	Bank of America Merchant Account Fee	19.95	Bank of America
7/6/2026	4185	Bank of America	PC/Nametag: Donor Cultivation; UPS Store: Shipping Donor Document; Publix: Donor Cultivation; Greater Hernando Chamber: Community Event; Sasha's: Donor Cultivation; SIOUX City Steakhouse: Donor Cultivation; Havana Dreamers: PHSC Foundation Board Meeting, PHSC Expense Catering for Dean's Academy and Donor Cultivation; Walmart: Donor Cultivation; Farmhouse Market & Cafe: Gift Cards for Bingo; Publix: Gift Cards for Bingo; The Roost Market Cafe: Gift Cards for Bingo	$1,669.16	Bank of America
			Bank of America, NA	**$1,689.11**	
		Total		**$154,471.60**	

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

Pasco-Hernando State College Foundation Inc.
Warrant Bank Register Report
August 2026

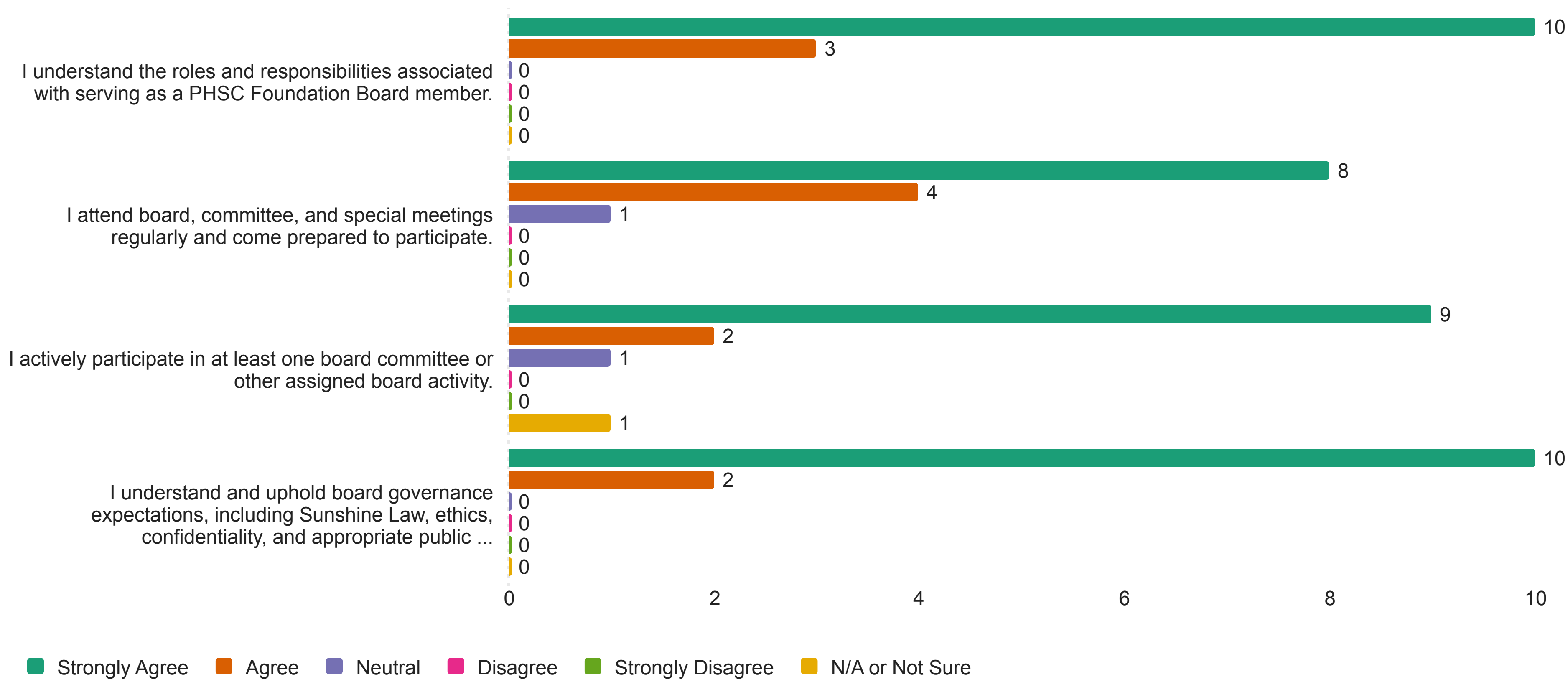
Date Paid	Check #	Vendor Name	Description	Amount	Bank Name
8/4/2026	64	AT&T Mobility	Wireless services Jun 10th - July 9th	$67.47	Truist
8/3/2026	3363	Pasco-Hernando State College	Q2-26 SPD & Nursing Salaries	$209,780.74	Truist
8/3/2026	3364	Roe Insurance, Inc.	D&O Liability renewal 2026	$4,993.44	Truist
8/24/2026	3365	Burgess Chambers & Assoc., Inc.	Q2-26 Investment Advisory Fee	$21,685.34	Truist
8/21/2026	1899	Bank Fees	August Bank Fees	$83.87	Truist
			Truist	**$236,610.86**	
8/2/2026	680	Bank of America	Bank of America Merchant Account Fee	19.95	Bank of America
8/4/2026	4186	Bank of America	Walmart: Donor Cultivation; Havana Dreamers: Stewardship Lunch Across All Campuses; Leadership Pasco: Professional Development; Goin' Postal: Mailing Donor Document; Bhive Awards & More: IPAC Seat plate; PC/Nametag: Donor Cultivation	$4,233.01	Bank of America
			Bank of America, NA	**$4,252.96**	
		Total		**$240,863.82**	

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

PHSC Foundation Board Survey Instrument

Section I - Individual Board Member Self-Reflection

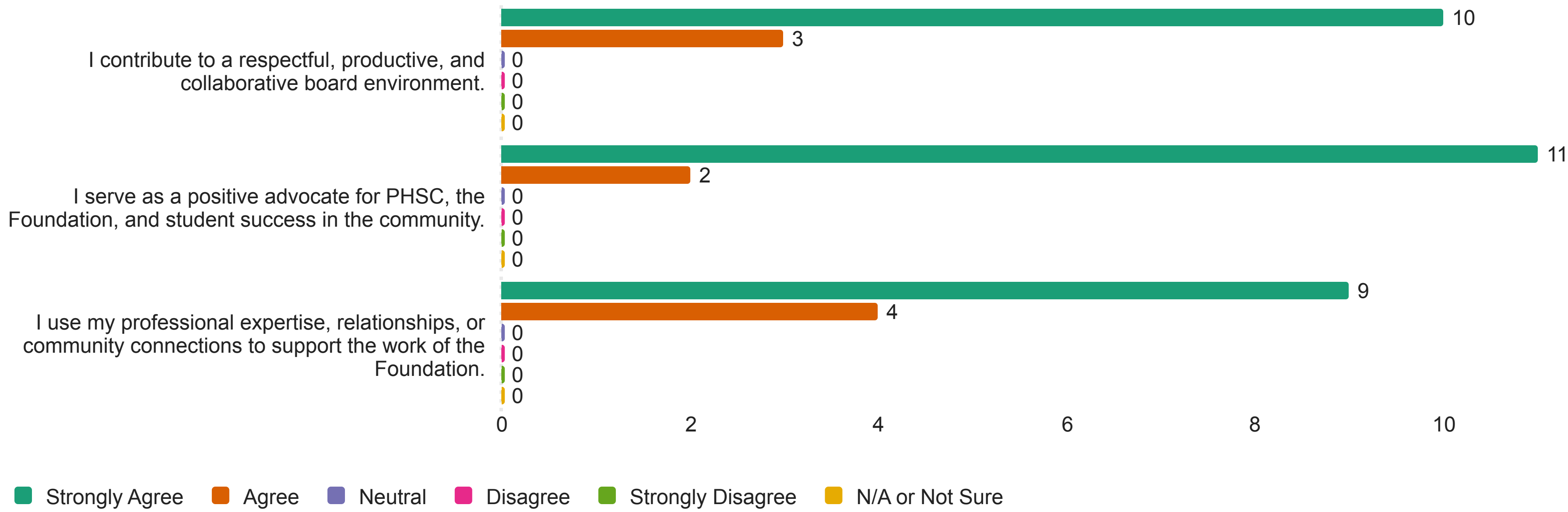
Governance, Participation, and Ethics



13 Responses

Field	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	N/A or Not Sure
I understand the roles and responsibilities associated with serving as a PHSC Foundation Board member.	10	3	0	0	0	0
I attend board, committee, and special meetings regularly and come prepared to participate.	8	4	1	0	0	0
I actively participate in at least one board committee or other assigned board activity.	9	2	1	0	0	1
I understand and uphold board governance expectations, including Sunshine Law, ethics, confidentiality, and appropriate public communication expectations.	10	2	0	0	0	0

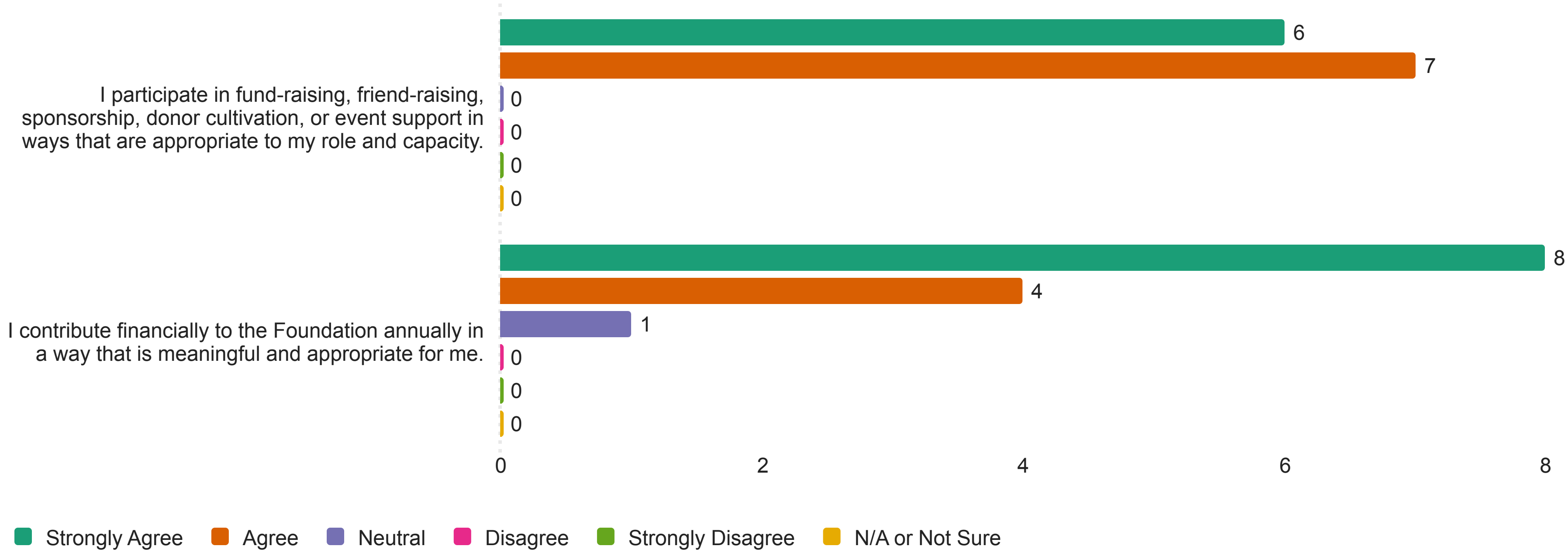
Collaboration, Advocacy, and Community Engagement



13 Responses

Field	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	N/A or Not Sure
I contribute to a respectful, productive, and collaborative board environment.	10	3	0	0	0	0
I serve as a positive advocate for PHSC, the Foundation, and student success in the community.	11	2	0	0	0	0
I use my professional expertise, relationships, or community connections to support the work of the Foundation.	9	4	0	0	0	0

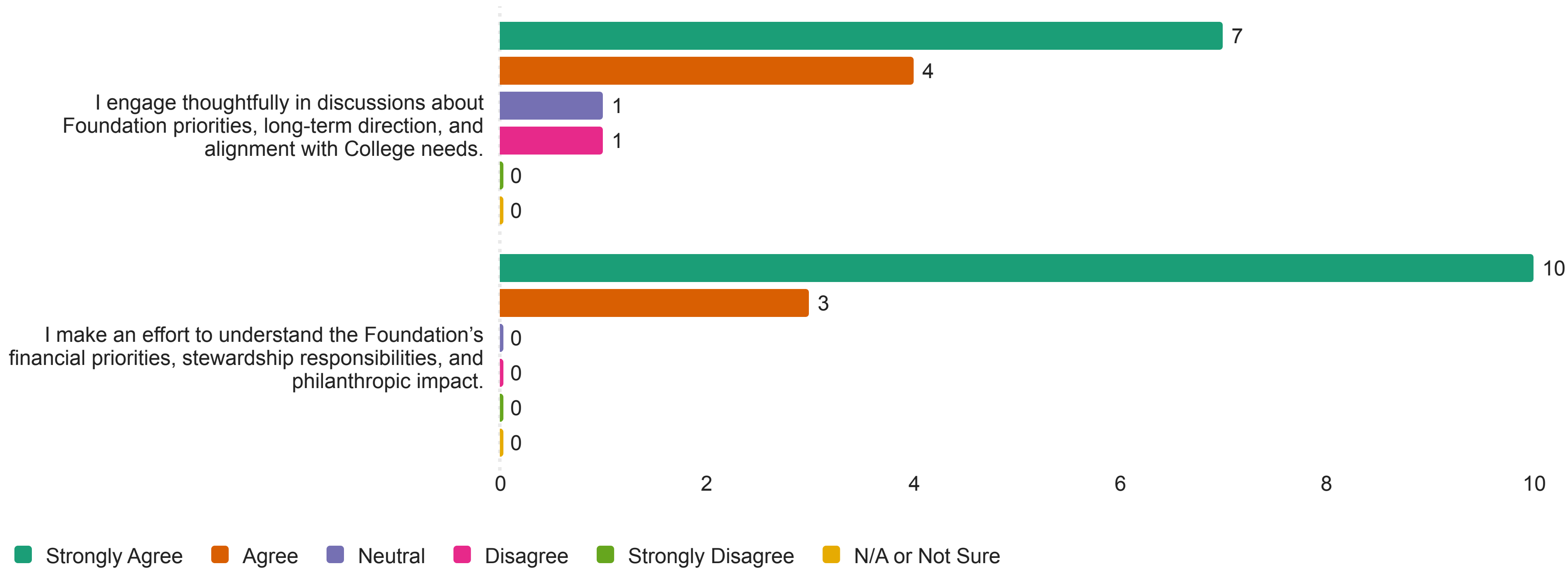
Fundraising Support, Giving and Stewardship



13 Responses

Field	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	N/A or Not Sure
I participate in fund-raising, friend-raising, sponsorship, donor cultivation, or event support in ways that are appropriate to my role and capacity.	6	7	0	0	0	0
I contribute financially to the Foundation annually in a way that is meaningful and appropriate for me.	8	4	1	0	0	0

Strategic Leadership and Financial Stewardship

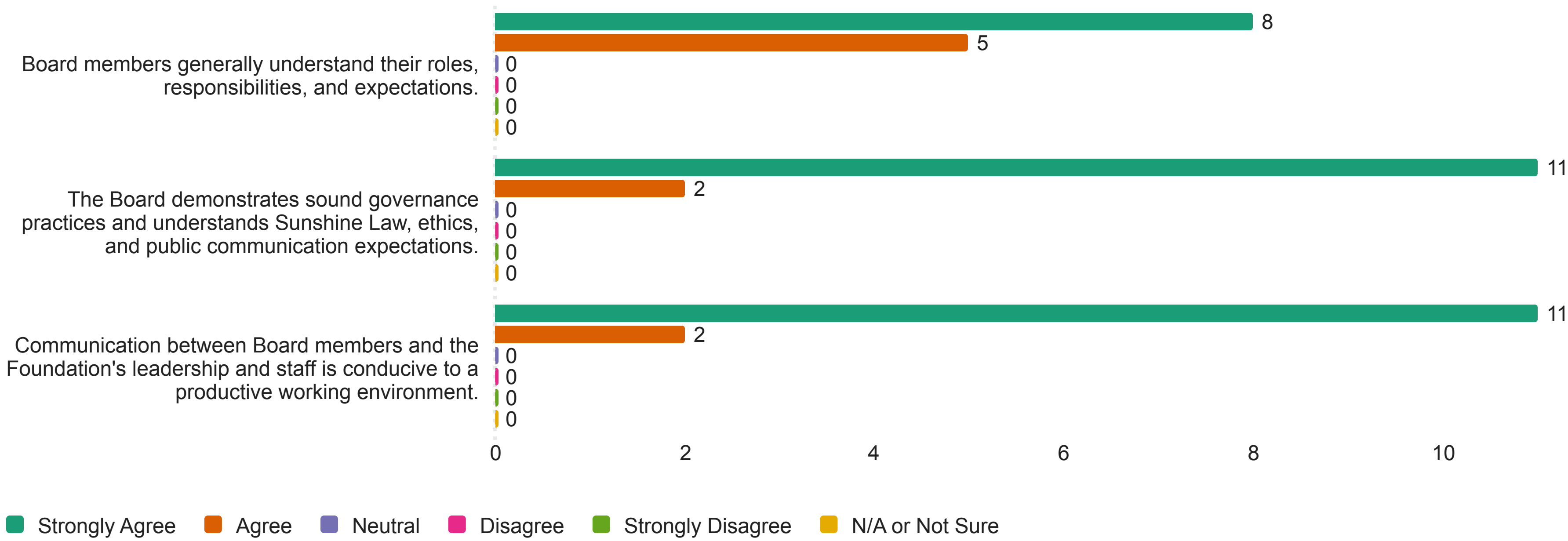


13 Responses

Field	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	N/A or Not Sure
I engage thoughtfully in discussions about Foundation priorities, long-term direction, and alignment with College needs.	7	4	1	1	0	0
I make an effort to understand the Foundation's financial priorities, stewardship responsibilities, and philanthropic impact.	10	3	0	0	0	0

Section II - Overall Board Effectiveness

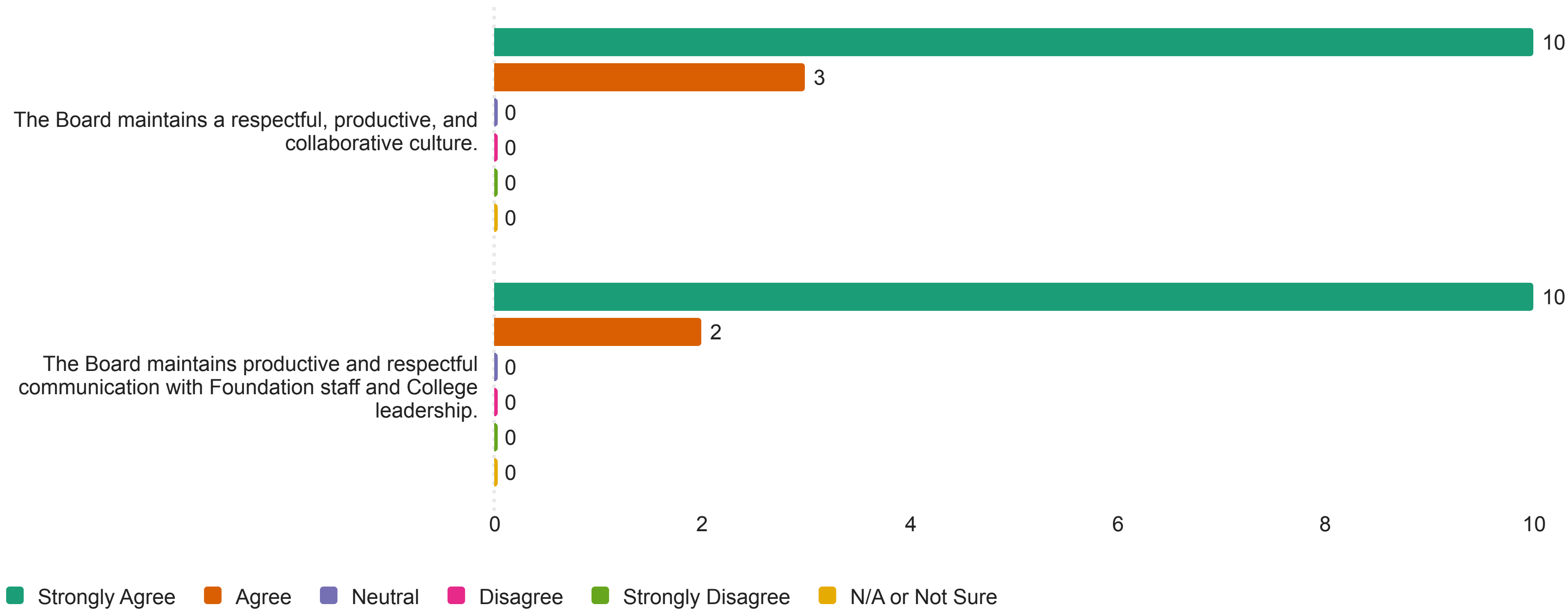
Roles and Expectation, Governance, and Engagement



13 Responses

Field	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	N/A or Not Sure
Board members generally understand their roles, responsibilities, and expectations.	8	5	0	0	0	0
The Board demonstrates sound governance practices and understands Sunshine Law, ethics, and public communication expectations.	11	2	0	0	0	0
Communication between Board members and the Foundation's leadership and staff is conducive to a productive working environment.	11	2	0	0	0	0

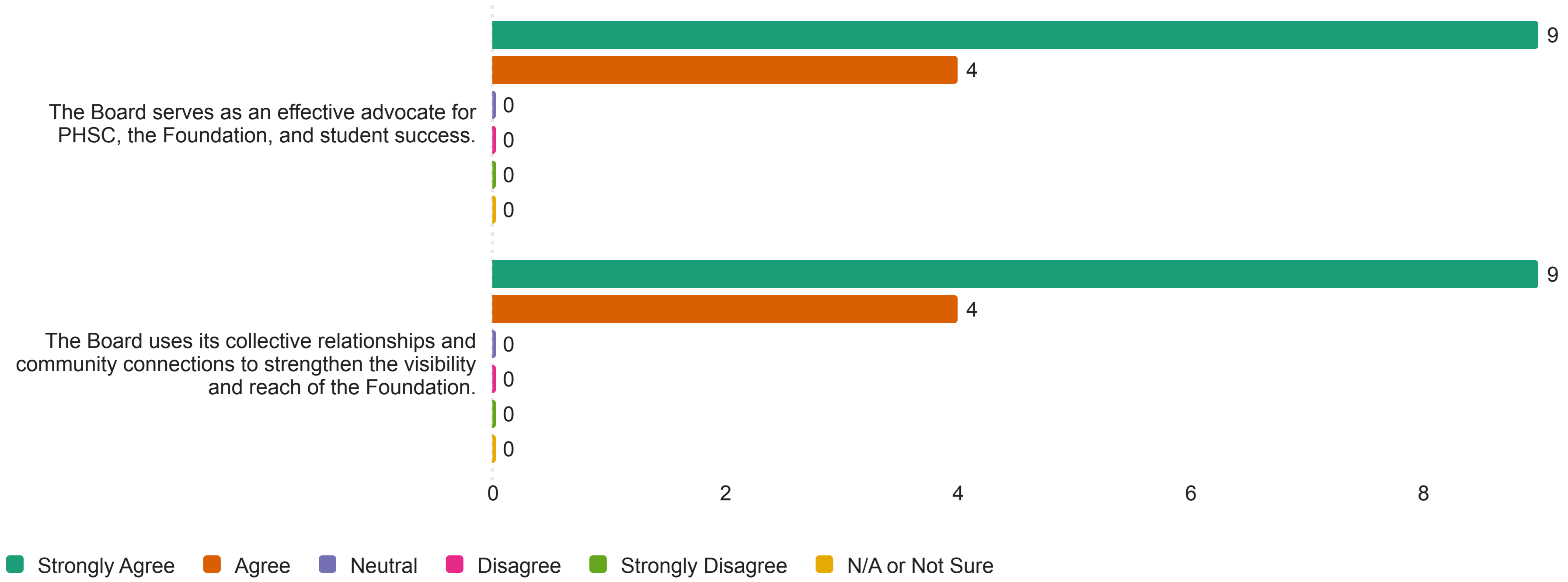
Board Culture and Support for Leadership and Staff



13 Responses

Field	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	N/A or Not Sure
The Board maintains a respectful, productive, and collaborative culture.	10	3	0	0	0	0
The Board maintains productive and respectful communication with Foundation staff and College leadership.	10	2	0	0	0	0

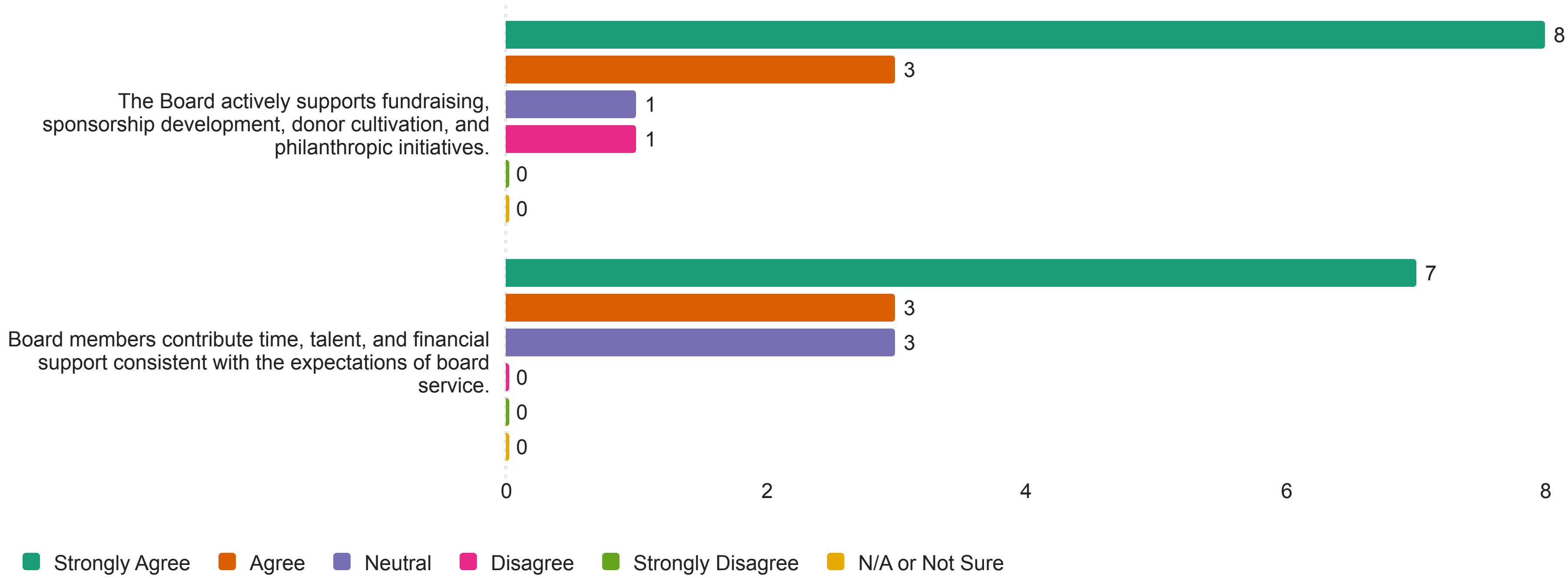
Advocacy and Community Visibility



13 Responses

Field	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	N/A or Not Sure
The Board serves as an effective advocate for PHSC, the Foundation, and student success.	9	4	0	0	0	0
The Board uses its collective relationships and community connections to strengthen the visibility and reach of the Foundation.	9	4	0	0	0	0

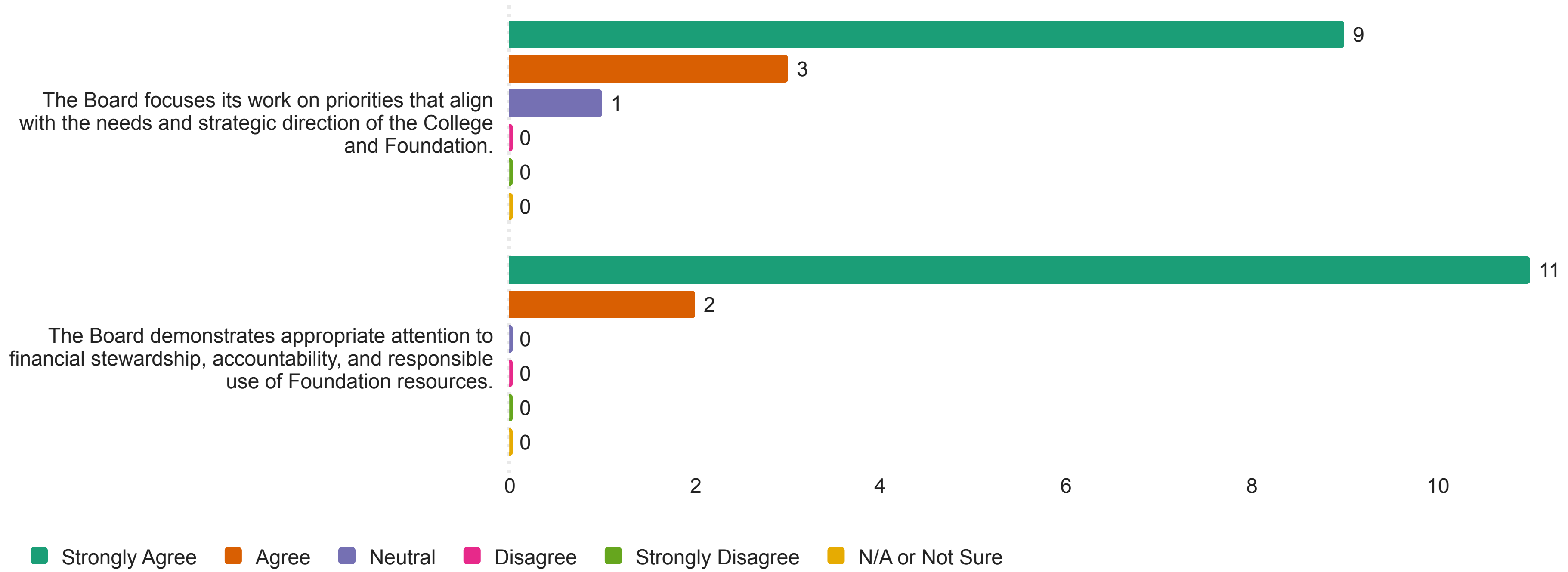
Fundraising and Time, Talent, and Treasure



13 Responses

Field	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	N/A or Not Sure
The Board actively supports fundraising, sponsorship development, donor cultivation, and philanthropic initiatives.	8	3	1	1	0	0
Board members contribute time, talent, and financial support consistent with the expectations of board service.	7	3	3	0	0	0

Strategic Alignment and Financial Stewardship



13 Responses

Field	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	N/A or Not Sure
The Board focuses its work on priorities that align with the needs and strategic direction of the College and Foundation.	9	3	1	0	0	0
The Board demonstrates appropriate attention to financial stewardship, accountability, and responsible use of Foundation resources.	11	2	0	0	0	0

Overall, the PHSC Foundation Board operates effectively and positively advances the mission of the College and Foundation.

13 Responses

Field	Choice Count
Strongly Agree	11
Agree	2
Neutral	0
Disagree	0
Strongly Disagree	0
N/A or Not Sure	0

Section III - Open-Ended Reflection

What do you believe are the PHSC Foundation Board’s greatest strengths?	What are the most important opportunities for the Board to become even more effective?	What would help Board members better support fundraising, donor engagement, sponsorships, and community visibility?	What training, information, orientation, or support would help you serve more effectively as a Board member?	Are there specific barriers that make board participation, fundraising support, or community engagement more difficult?	Please share any additional comments or suggestions.
N/A	N/A	N/A	N/A	N/A	N/A
I believe the PHSC Foundation Board's greatest strengths are its commitment to helping students succeed and its willingness to invest in opportunities that make a lasting difference. The board also brings together people with different experiences and ideas, which helps create stronger partnerships and better support for the college and its students.	I believe the Board is already doing a great job. The biggest opportunity is to continue building relationships with donors and community partners so the Foundation can expand its support for scholarships, programs, and student success.	Providing Board members with regular updates on current fundraising goals, donor opportunities, and community events would help them better represent the Foundation. Having clear talking points and success stories to share would also make it easier to engage potential donors and sponsors.	At this time, I feel well supported in my role as a Board member. Continuing to receive regular updates on the Foundation's goals, initiatives, and fundraising efforts will help me stay informed and contribute effectively.	At this time, I have not experienced any significant barriers. My schedule can occasionally limit my availability, but the Board has been supportive and provides opportunities to stay engaged.	N/A. Keep up the great work.
I believe our greatest strengths would be our dedicated staff and our highly driven students.	To continue to stay involved in the student's needs.	I think we are doing an excellent job with this currently.	I believe the foundation is doing a good job with all the above.	None known to me.	N/A

What do you believe are the PHSC Foundation Board’s greatest strengths?	What are the most important opportunities for the Board to become even more effective?	What would help Board members better support fundraising, donor engagement, sponsorships, and community visibility?	What training, information, orientation, or support would help you serve more effectively as a Board member?	Are there specific barriers that make board participation, fundraising support, or community engagement more difficult?	Please share any additional comments or suggestions.
N/A	N/A	N/A	N/A	N/A	N/A
The respect the board members have for the Foundation Staff and fellow board members.	More community activity at the various locations.	Spreading the focus of activities among the various locations. NPR seems to get 90% of the attention.	I believe most of the board members are experienced and have full staff support if any opportunities or issues arise.	None	N/A
diverse representation of local leaders	more stewarding of donors	go on joint visits with staff and PHSC President or Provost	fundraising	some of our leaders are unable to donate themselves, so they dont ask others to give	N/A
Genuine interest and concern for the college community and students.	N/A	N/A	N/A	Stability	N/A

What do you believe are the PHSC Foundation Board's greatest strengths?	What are the most important opportunities for the Board to become even more effective?	What would help Board members better support fundraising, donor engagement, sponsorships, and community visibility?	What training, information, orientation, or support would help you serve more effectively as a Board member?	Are there specific barriers that make board participation, fundraising support, or community engagement more difficult?	Please share any additional comments or suggestions.
The PHSC Foundation Board's strength comes from the diverse backgrounds and experiences of its members. Together, the board brings leadership, business and financial expertise, accountability, community connections, and a commitment to supporting student success. Members work together to advocate for students and support the college's strategic priorities.	Based on Dr. Hall's goal around sports facility improvements, we have an opportunity to expand fundraising efforts and build stronger relationships with community members who support PHSC athletics and our students.	Providing board members with opportunities to connect with local business and community leaders can help strengthen fundraising and sponsorship efforts. Attending community engagement events, networking opportunities, and college functions allows board members to build relationships, share the PHSC story, and increase awareness of the Foundation's impact on students.	New board members would benefit from an onboarding meeting that provides an overview of the Foundation's mission, the college's strategic priorities, board expectations, and current fundraising goals. Connecting new members with an experienced board member can help them build relationships, learn from others' experiences, and become engaged more quickly. Encouraging participation in college and community events can also help them expand their network and identify opportunities to support fundraising, sponsorships, and student success.	Not at this time.	None.
Lisa Richardson was the strongest asset of PHSC. She was the smiling face of the board and the glue that held it together.	N/A	N/A	More informational orientation.	N/A	N/A

What do you believe are the PHSC Foundation Board's greatest strengths?	What are the most important opportunities for the Board to become even more effective?	What would help Board members better support fundraising, donor engagement, sponsorships, and community visibility?	What training, information, orientation, or support would help you serve more effectively as a Board member?	Are there specific barriers that make board participation, fundraising support, or community engagement more difficult?	Please share any additional comments or suggestions.
Connections to the community are very strong.	N/A	I think specific events and goals, which is a direction we are headed, would help.	N/A	I think PHSC Foundation does it well but could always be done better is communicating on what is happening. That is not a barrier, but always "hey we could improve here, here and here" to let people know. But that is something done well but always could be improved upon.	N/A
N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A

What do you believe are the PHSC Foundation Board's greatest strengths?	What are the most important opportunities for the Board to become even more effective?	What would help Board members better support fundraising, donor engagement, sponsorships, and community visibility?	What training, information, orientation, or support would help you serve more effectively as a Board member?	Are there specific barriers that make board participation, fundraising support, or community engagement more difficult?	Please share any additional comments or suggestions.
It appears all board members understand and support the same mission and goals.	I think a continued unified front and goals are the strengths of this board.	Visibility is important and if staff can continue to provide information on happenings of potential value that is very helpful.	Staff has freely answered all my questions so far. The other members have been totally supportive.	It is most often just scheduling and or time conflicts in my case.	Since I am new, I am still in a learning mode concerning policies and responsibilities . As I learn, I hope to be even more engaged and effective board member.
Strong connection to the community. Great visibility. Willingness to partner with aligned community organizations.	Continuing to advocate for the college and source opportunities for donor cultivation.	N/A	N/A	Nothing that other organizations aren't facing: economic pressures and uncertainty.	I feel we have a deeply committed and strong board supported by a fantastic Foundation president and staff.
Access to leadership in the community	more networking and engagement	teaching them how to ask for $	same as last item	large geographic area served	N/A

What do you believe are the PHSC Foundation Board's greatest strengths?	What are the most important opportunities for the Board to become even more effective?	What would help Board members better support fundraising, donor engagement, sponsorships, and community visibility?	What training, information, orientation, or support would help you serve more effectively as a Board member?	Are there specific barriers that make board participation, fundraising support, or community engagement more difficult?	Please share any additional comments or suggestions.
N/A	N/A	N/A	N/A	N/A	N/A

PASCO HERNANDO STATE COLLEGE FOUNDATION, INC.
BOARD MEMBER NOMINATION FORM

Please submit nominations to the PHSC Foundation no later than ***October 15, 2026.***

Name of Nominator: ____

Name of Nominee: ____

Title: ____

Company: ____

Address: ____

Phone: ____

Email: ____

Characteristics of Foundation Board Members:

- Genuine interest in the plans, objectives, and future of Pasco-Hernando State College and its direct support organization, Pasco-Hernando State College Foundation, Inc.
- Influence and prestige in the community
- Willingness to be accountable and contribute of their time, talent, and treasure to Foundation activities and initiatives
- Ability to use specialized or professional knowledge to assist the Foundation
- High moral and ethical standards

The Governance Committee will take into consideration geographic location, career/occupation, diversity, and the needs of the PHSC Foundation Board. **New board members who have influence and/or affluence will enable us to continue developing our resources.**

Please address the qualifications of the nominee related to the criteria above:

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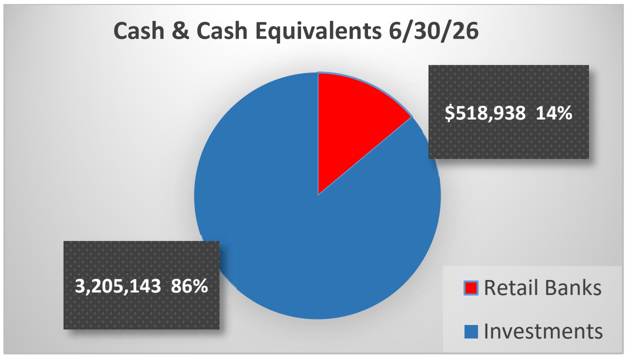
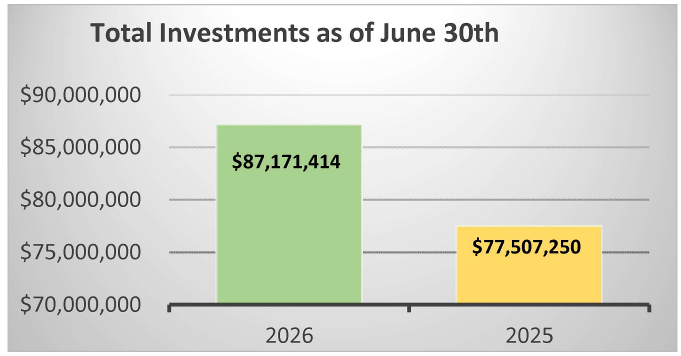
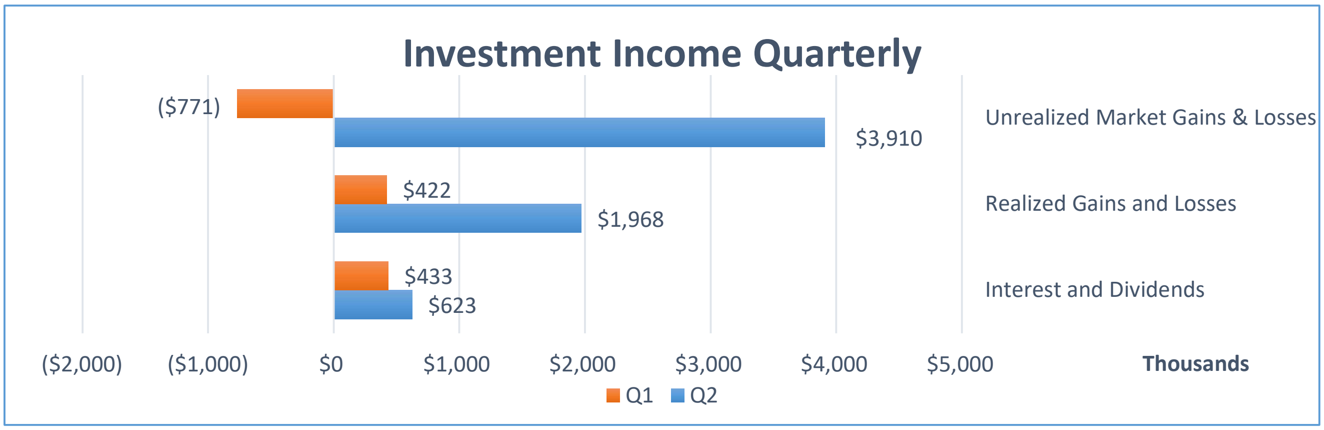
Please do not offer a board position to anyone since we may have more nominations than openings. The nominator will be expected to facilitate an introduction between the nominee and the President and/or the Interim Executive Director of the Foundation. There will be a visit scheduled with selected nominees before the slate is brought to the annual meeting. If you have any questions, please call Michelle Bullwinkel at 727-816-3212.

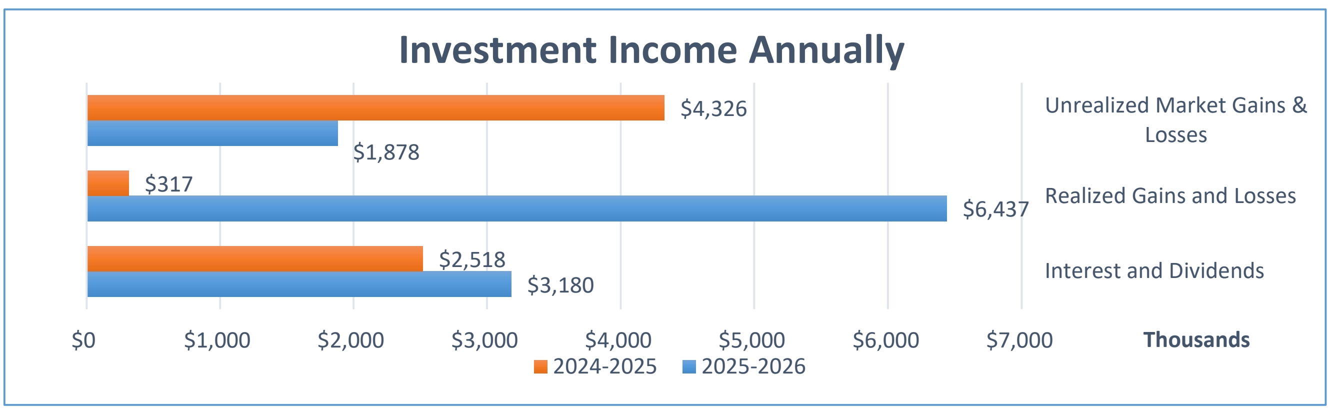
Please return this form via email to *foundation@phsc.edu*.

Pasco-Hernando State College Foundation
Dashboard for 6/30/2026









Budget Variance Report
2026

Account Number	Budget	6/30/2026	Variance	%
Revenues				
Total Operating Revenues	$3,139,000	$4,090,043	$951,043	130%
Expenses				
Total Support Services	$869,598	$307,666	$561,932	35%
Total College Support	$2,690,181	$1,092,356	$1,597,825	41%
Total Investments Expense	$245,000	$97,999	$147,001	40%
Total Expenses	$3,804,779	$1,498,022	$2,306,757	39%
NET SURPLUS/(DEFICIT)	**($665,779)**	**$2,592,021**	**$3,257,800**	
Total Additions to Endowments	$100,000	$270,308	$170,308	270%

AMENDED BYLAWS

OF

PASCO-HERNANDO STATE COLLEGE FOUNDATION, INC.

ARTICLE I Purposes and Governing Instruments

Section 1. The Pasco-Hernando State College Foundation, Inc. (Foundation) is established as a Florida non-profit corporation by articles of incorporation filed on August 7, 1975 with the Secretary of State of the State of Florida. The Foundation will operate in accordance with federal laws, Florida Statutes, District Board of Trustees Board Rules and these Bylaws.

Section 2. The purpose of the Foundation is the direct support of the mission of Pasco-Hernando State College (College) to further the educational needs and interests of our community. The Foundation is organized and operated exclusively to receive, hold, invest, and administer property and to make expenditures to, or for the benefit of, Pasco-Hernando State College in accordance with Florida Statute 1004.70. This support is achieved by providing administrative support and funding for scholarships, salaries, library resources, faculty and staff development, construction and renovation, student recruitment and retention, academic programs, technology, and other College needs as deemed appropriate by the Members of the Foundation Board (Board).

ARTICLE II Offices and Personnel

Section 1. The Offices of the Foundation shall be located at the District Office of the College.

Section 2. The Foundation shall be authorized to contribute in whole or in part to the salaries and benefits of any personnel employed by the College to oversee the day to day operations of the Foundation. The Board may retain the services, on an independent contractor basis, of auditors, financial/investment advisors or other professionals as the Board deems necessary and appropriate.

Section 3. ~~Vice President of Advancement~~Executive Director of the Foundation (or other assigned title). The President of the College shall appoint an ~~Vice President of Advancement~~Executive Director of the Foundation, with the advice of the Executive Board, who will be responsible for the day to day operations of the Foundation. The ~~Vice President of Advancement~~Executive Director of the Foundation will report to the College President. The ~~Vice President of Advancement~~Executive Director of the Foundation shall coordinate the date, time, place and agenda of meetings. The ~~Vice President~~

~~of Advancement~~Executive Director of the Foundation shall be responsible for taking and publishing minutes of all meetings.

Section 4. ~~Director of Foundation Financial Operations~~Foundation Financial Administrator (or other assigned title). The ~~Director of Foundation Financial Operations~~Foundation Financial Administrator will report to the ~~Vice President of Advancement~~Executive Director of the Foundation and shall provide day to day financial accounting for the Foundation and shall assist the ~~Vice President of Advancement~~Executive Director of the Foundation in the performance of the duties of that office.

ARTICLE III Members

Section 1. Eligibility. The members of the Foundation Board (the Member) shall be such other persons interested in the purposes of the Foundation and at the invitation of the Board.

Section 2. Classes of Members. The Foundation shall have three (3) classes of Members. The designation of each such class and the qualifications of the Members of each such class shall be as follows:

A. Active Members. Active Members are highly respected members of the community and shall actively pursue the purposes of the Foundation and shall be entitled to vote on such matters as hereafter provided in accordance with their duties as members of the Board. Active Members and Executive Board Members shall be the only classes of members entitled to vote.

B. Other Classes of Board Members: The Executive Board may by resolution create such other classes of membership as it may, from time to time, determine to be in the best interest of the Foundation. Members shall have no vote on the governance of the Foundation and may not hold office, but shall have such other rights, privileges, duties, and obligations as the Board may determine. Examples include, but are not limited to: The President of the Student Government Association (SGA President), a PHSC Distinguished Alum and/or the Campaign Chair.

C. Executive Board Members. Executive Board Members (with the exception of the Chair of the District Board of Trustees, the College President or designee, and the At Large Members) will serve a two (2) year term and include:

1. The Chair of the Foundation Board who shall serve as chair of the Executive Board.

2. The Vice Chair of the Foundation

3. The Chair, or designee, of the District Board of Trustees of Pasco-Hernando State College

4. The Secretary of the Foundation who shall also serve as Secretary of the Executive Board, and is the President of the College or the PHSC President's designee of the President of the College

5. The Treasurer of the Foundation who will serve as the Finance Committee Chair.

6. Immediate Past Chair of the Foundation Board. The Immediate Past Chair will also serve as the Governance Committee Chair. The Chair of the Foundation Board, with input from the ~~Vice President of Advancement~~Executive Director of the Foundation, will select an alternate in the event that circumstances prevent the immediate past chair from serving as the Governance Committee Chair.

7. At Large Member(s). The remaining open positions, up to two (2), elected by the Foundation Board at the annual meeting (January of each calendar year) will serve on the Executive Board.

D. Honorary Members: Honorary membership in the Foundation may be conferred by the Board by a majority vote at any meeting for outstanding service, assistance to the Foundation or such other reasons as the Board finds to be reasonable, appropriate and in the best interests of the Foundation. In extenuating circumstances, the ~~Vice President of Advancement~~Executive Director of the Foundation, with approval from the Board Chair, may appoint an Honorary Member. Honorary Members shall not have voting privileges on the governance of the Foundation and may not hold office.

Section 3. Termination of Membership. Membership may be terminated or suspended in this Foundation on the occurrence of any of the following events:

A. Death of a Member

B. Voluntary Termination of membership in writing. Receipt by the ~~Vice President of Advancement~~Executive Director of the Foundation and the Board Chair of the written resignation - by the Member, provided that such writing does not specify a later date of effectiveness for such resignation and provided further that the Board, by majority vote at any regular or special meeting, may elect to accelerate the effective date of such termination.

C. Involuntary Termination. A member may be required to relinquish their seat on the Board if unable to uphold the responsibilities of Foundation Board Members. A member may be removed, for any reason, at the recommendation of the Board Chair and with a majority vote of approval during a regularly scheduled or special meeting of the Foundation Board.

Section 4. Roles and Responsibilities. It is important that all members of the Foundation Board, except Honorary Members, be willing to be accountable and contribute of their time, talent, and treasure.

Section 5. Conflict of Interest. Members of the Foundation Board shall review and sign the Foundation's Conflict of Interest Policy when elected to serve on the Foundation Board. A copy of the signed policy will be saved to the PHSC Foundation's shared drive.

ARTICLE IV Foundation Board Members

Section 1. Governance. The affairs of this Foundation shall be managed by the Active Members of the Foundation Board (Board) as hereinafter provided; the College President shall exercise ultimate control over all institutional fund raising in accordance with District Board of Trustees Board Rule 6Hx19-7.01.

Section 2. Number, Terms of Office and Manner of Selection.

A. The Executive Board shall establish the total number of Members, which shall be not less than thirteen (13) nor more than thirty (30) Members will be selected in the manner prescribed in these bylaws. The Active members of the Board shall constitute the voting members of the Foundation.

B. The Chair of the District Board of Trustees, or designee, shall serve on the Foundation Board and the Executive Board in accordance with District Board of Trustees Board Rule 6Hx19-7.01 and Florida Statute 1004.70.

C. The President of the College or a designee shall serve as a member of the Foundation Board and on the Executive Board as Secretary to the Foundation in accordance with District Board of Trustees Board Rule 6Hx19-7.01.

D. The balance of the Members shall be selected in the following manner:

1. Prior to the annual organizational meeting, the ~~Vice President of Advancement~~Executive Director of the Foundation shall notify the College President and the Chair of the Governance Committee, in writing, of the names of the Active Members whose terms expire at the end of the current fiscal year, as well as the members of the Executive Board whose two (2) year term will be expiring at the end of the current fiscal year.

   a. The President of the College shall nominate one person to be elected at the annual organizational meeting.

2. The Board shall elect Members from the nominations of the President of the College and the Governance Committee. Election shall require the affirmative vote of the majority of the members of the Board present. In the event the Board fails to elect a nominee, the Board shall request the President of the College or the Governance Committee to submit an additional nominee or additional nominees to the Board for its consideration depending upon the source of the nomination or nominations failing to receive the affirmative vote. The Board may vote on such nominees at any regular or special meeting of the Board as long as notice that nominee will be considered is given to each member of the Board eligible to vote.

E. The terms of the office of elected Members shall be two years in length with the option for renewal at the end of their term. ~~In order to harmonize the terms of the current Board, so that the terms of Board members are staggered, the Foundation Board shall approve certain members to begin a two-year term in January 2024 which shall then expire in January 2026 with the option for renewal. The remainder of the current members' terms shall expire in January 2025 and shall have the option to renew their term for a two-year period which will~~

~~expire in January 2027.~~ New Foundation member positions added to the Foundation Board shall serve either a one year or two-year term as recommended by the Governance Committee. Vacancies occurring during a term may be filled for the unexpired portion thereof by election at the next quarterly meeting. The College President, the Executive Board or any Member may nominate a person for the vacancy provided such nominations be made to the Executive Offices of the Foundation no less than 20 days prior to the next quarterly meeting. All terms shall begin and end on the date of the annual Organizational meeting.

ARTICLE V Meetings

Section 1. The Board shall meet in January of each year for purposes of electing officers and members of the Executive Board. This shall be the annual organizational meeting and the election will be held under "New Business" of the agenda. Terms of Members elected at the organizational meeting shall commence at the close of the annual organizational meeting. Terms of Members who are not being reelected shall end at the close of the annual organizational meeting.

Section 2. A quorum at the annual organizational meeting, as well as all other quarterly and special meetings of the Foundation Board, shall be determined by the number of members present and a majority vote shall govern. A quorum of the Members of the Foundation Board shall consist of one third (1/3) plus one of the members of the Board and the majority vote shall govern. Provided a quorum is physically present at the meeting, attendance of a member by telephone, video conference, or comparable means shall constitute proper attendance.

Section 3. The Board shall meet quarterly in the State of Florida at a time, date and place to be set by the Executive Board. Quarterly meetings shall alternate between Pasco and Hernando County when possible.

Section 4. Special meetings of the Board may be called by the Chair of the Foundation, or the President of the College. Such special meetings of the Board shall be held in either Pasco or Hernando counties in the State of Florida at a time, date and place designated in the notice of meeting.

Section 5. Notice of regularly scheduled meetings and any special meeting shall be given by the Executive Office of the Foundation to each Member at least five (5) days before the meeting. Notice of any special meeting shall state the purpose thereof. Failure of any Member to receive notice shall not affect the validity of any act of the Board at such meeting.

A. The Chair of the Foundation shall act as Chair of all meetings of the Board. In the Chair's absence, the Vice-Chair shall serve as Chair. In the absence of the Chair and Vice-Chair, the Immediate Past Chair shall serve as Chair. In the absence of the aforementioned three, the Board may appoint any member to serve as acting Chair. The Secretary to the Foundation shall act as Secretary of all meetings of the Board, but in the Secretary's absence, the presiding officer.

B. The Executive Board shall meet at the call of the Chair of the Foundation or the President of the College. One third (1/3) plus one members of the Executive Board membership shall constitute a quorum.

C. The Executive Board shall have and may exercise all powers and authority of the Board when the Board is not in session subject only to such restrictions as the Board may from time to time specify. Provided, however, that the Executive Board shall have no authority to alter, amend or repeal the Charter or the Bylaws of the Foundation or to appoint Members. All actions of the Executive Board shall be reported in writing to the Members individually at the next meeting of the Board. All actions of the Executive Board shall be included in the minutes of the Board.

Section 6. Governance Committee. The Governance Committee shall assist the Board in fulfilling its oversight responsibilities through the implementation of sound governing policies, oversight of the Bylaws and by submitting nominations for Members, and preparing a slate of candidates for Board officers in the manner provided in these Bylaws. The past Foundation Board Chair will serve as committee chair; the Committee will be composed of not less than three Members and will meet at least two (2) times annually and upon the call of the Committee Chair. One third (1/3) plus one members of the Governance Committee shall constitute a quorum for carrying out the business of the committee.

Section 7. Finance Committee. The Board Chair shall appoint a Finance Committee from among the Members. The Treasurer shall serve as Chair. The Finance Committee shall be responsible for the review, oversight and recommendation of gift acceptance policies, gift spending policies, with periodically reviewing the investment strategies and other financial matters of the Foundation and make recommendations regarding financial strategies or related matters to the Board as appropriate. The Committee shall consist of not fewer than five (5) Members including two members of the Executive Board and the immediate past Board Chair or the Chair's designee. The Finance Committee will meet four (4) times annually and upon the call of the

Committee Chair. One third (1/3) plus one members of the Finance Committee shall constitute a quorum for carrying out the business of the committee.

Section 8. Audit Committee. The Audit Committee shall provide oversight of the Foundation's financial reporting process including the audit process. The Committee shall establish and maintain internal controls and indicate any significant changes to internal controls. The Committee shall also disclose to the auditors all significant deficiencies. The Audit Committee shall report its activities and findings to the Board no later than thirty (30) days after receipt of the audit. The Committee shall consist of five (5) members, two (2) members of the Finance Committee, one (1) current Board member, one (1) non-current Board member (honorary life member) and the Vice-Chair of the Board or the Board Chair's appointee who will serve as Chair. This Committee shall meet at least one (1) time annually and at the call of the Committee Chair. One third (1/3) plus one members of the Audit Committee shall constitute a quorum for carrying out the business of the committee.

Section 9. Other Committees. The Board shall have the authority to establish other standing or ad hoc committees as may be deemed necessary. The Executive Board may establish ad hoc committees, as it deems appropriate. No ad hoc committee shall survive for more than 12 consecutive months unless re-established by the Board or Executive Board prior to the 12th month of its existence.

ARTICLE VI Powers and Duties of Officers

Section 1. Chair. The Chair of the Foundation shall preside at all meetings of the Board and shall perform such duties as may from time to time be assigned by the Board. The Chair shall serve on and Chair the Executive Board. The Chair recommends to the Board committee members and appoints Committee Chairs and Vice-Chairs at their discretion, except as specified in these Bylaws.

Section 2. Vice-Chair. The Vice-Chair shall assist the Chair as necessary and shall serve as Chair of the Board in the absence of the Chair. In the event the Chair is unable or unwilling to serve the full term of office, the Vice-Chair shall assume the Chair for the balance of the term. The Vice-Chair shall succeed the Chair at the completion of the two-year term of the Chair. In the event the Vice-Chair has been required to complete the term of office of the preceding Chair, the Vice-Chair shall serve two years as Chair after the expiration of the original term of the Chair. The Vice-Chair shall serve as Chair of the Audit Committee.

Section 3. Secretary. The Secretary whose term is designated by the President according to District Board of Trustees Board Rule 6Hx19-701shall be responsible for coordinating as necessary with the ~~Vice President of Advancement~~Executive Director of the Foundation all business of the Board, including the acceptance of gifts, collection of revenue and expenditures of funds as authorized by the Board. The Secretary shall take steps to ensure that all of the corporate records are maintained at the Executive Offices of the Foundation and are, at all reasonable times, open to examination by any Member; shall review and ensure the accuracy of the minutes of all meetings of the Board and Executive Board; shall ensure that the ~~Vice President of Advancement~~Executive Director of the Foundation has given and served notice of meetings as required by these Bylaws; may affix the seal of the Foundation to all contract authorized by the Board and perform such other duties as may be prescribed by the Board.

Section 4. Treasurer. The Treasurer shall periodically review all of the funds and financial records of the Foundation, review the disbursal of funds; require that full and accurate accounts of the receipts and disbursements are maintained by the Foundation Offices; in coordination with the ~~Vice President of Advancement~~Executive Director of the Foundation, report to the Executive Board and the Board at each meeting on the these accounts; and shall perform such other duties as may be prescribed by the Board.

Section 5. Terms of Office. The Chair, Vice-Chair, and Treasurer shall serve for two consecutive years and may only be reappointed as Chair or Vice-Chair after a period of two years have passed since completion of the last term served.

ARTICLE VII Funds

Section 1. Checks and Depositories of the Foundation. All checks, legal documents or other official acts of the Foundation shall require the signature of the Chair and the President of the College or their designee. All contracts for Foundation operations will be reviewed and signed by the College's legal department.

Section 2. Depositories. Funds of the Foundation shall be deposited only in banks federally insured by the Federal Deposit Insurance Corporation or in insured Federal Savings and Loan Associations, except that the Foundation may invest funds in accordance with the standards set forth in the investment policy established by the Board.

Section 3. The ~~Vice President of Advancement~~Executive Director of the Foundation may authorize expenses up to $5,000 for items not included in the approved Foundation budget. The ~~Vice President of Advancement~~Executive Director of the Foundation may also authorize spending of up to $50,000 of unrestricted net assets for emergency funding needs of the College. This would include, but not limited to, student needs for food, clothing, technology, scholarships, etc.

Section 4. Any request to expend funds from a gift accepted over $25,000 will be accompanied by an approval from the General Counsel as to the appropriateness of the expenditure.

Section 5. Any acceptance of gifts should follow the guidelines found in the gift acceptance policy.

ARTICLE VIII Fiscal Year and Audits

Section 1. Fiscal Year.
The fiscal year of the Foundation shall be January 1 to December 31.

Section 2. Audits.

A. The Board shall select a reputable, independent auditor according to an acceptable competitive selection process to audit all of the accounts of the Foundation and submit the audit report to the Board's Audit Committee, which report shall include an operating statement for the fiscal year and a balance sheet as of the close of the fiscal year. The Board Chair shall furnish a copy of the audit report to the District Board of Trustees of the College.

B. Neither the auditor selected nor any member or employee of any auditing firm selected shall be a Foundation Board Member.

C. A copy of the report of the auditor shall be made available to each member of the Board as soon as practicable and such reports shall be presented at the first quarterly meeting of the Board after the audit is available.

ARTICLE IX Procedural Issues

All meetings of the Board, Executive Board, and committees established by these bylaws or by actions of the Board shall be governed by the latest edition *Robert's Rules of Order* except where these rules may be inconsistent with these bylaws or with special rules of order established by the Board, Executive Board, or other committees. All meetings of the Board, the Executive Board or any other Committees of the Foundation shall be conducted in accordance with Chapter 286 of Florida Statutes (the Government in the Sunshine Law).

ADOPTED by the Foundation Board on this twenty-~~first~~ third day of ~~January~~September 2026.

Chair - Barbara-Jo Bell

Vice Chair – Brandon May

ATTEST:

Secretary - Prashanth Pilly, Ph.D.

PASCO-HERNANDO STATE COLLEGE FOUNDATION, INC.

2027 Quarterly Board Meeting Dates

Networking and refreshments start at 5:00 p.m.
Executive Board meetings are called to order at 5:30 p.m.
Full Board meetings are called to order at 6:00 p.m.

Date	Location
Wednesday, January 27, 2027 *Annual Organizational Foundation Board Meeting*	**Porter Campus** *Board Room, Building A #413*
Wednesday, March 24, 2027	**West Campus** *Conference Center, Building R*
Wednesday, June 23, 2027	**East Campus** *Conference Center, Building A*
Wednesday, September 22, 2027	**Spring Hill Campus** *Conference Center, Building B*