

NWFSC College Foundation Board of Directors Meeting  
October 29, 2024 8:00 AM  
Room 302, Building 400, Niceville Campus

**Directors Present:**

Christie Austin  
Jim Bagby  
Destin Cobb  
Cindy Frakes  
Amanda Grandy  
Fran Hendricks  
Bernard Johnson  
Cristie Kedroski  
Fred Ketchem  
Don Litke  
Vince Mayfield  
Wendy McAdams Dorr

Tim McCool  
Eric Navarre  
Dolores Noechel  
Jonathan Ochs  
Brian Pennington  
Steve Rhodes  
Hu Ross  
Stan Siefke  
Chris Stowers  
Neko Stubblefield  
Cecil Williams  
Alan Wood

**Staff Present:**

Pinar Archangel  
Tara Thomson

Conner Rogers

**Others Present:**

Allison McDowell  
Tanner McKnight  
Shane O'Dell

Whitney Rutherford  
Jeanette Shires

**Absent:**

Tim Bolduc  
Todd Grisoff  
Teresa Halverson  
Heather Kilbey

Tyler Jarvis  
Zach McCluskey

**Call to Order:**

Mr. Ochs called the meeting to order at 8:04 AM.

**Approval of Minutes:**

The minutes from the July 30, 2024 Board of Directors Meeting and Annual Board of Directors Meeting were approved as presented.

**Motion to approve as presented Ms. Frakes; Second, Mr. Johnson. Motion carried unanimously.**

**Special Presentation**

Ms. Allison McDowell gave an overview of the Choctawhatchee Basin Alliance.

### **Finance and Investment Reports:**

Mr. Rhodes presented the Statement of Financial Position, Statement of Activities, Investment Report, and Operating Budget Review as of September 30, 2024. Total Assets are \$70,666,645 and Total Liabilities are \$244, bringing the Total Fund Balance to \$70,666,401. For the previous fiscal year as of September 30, 2023, the Total Fund Balance was \$59,971,636. Total Revenues were \$3,075,722 and Total Expenses were \$1,558,953 for a Net Increase in Fund balance of \$1,516,768. A Statement of Activities from the previous fiscal year from July 1, 2022, through September 30, 2023, shows Total Revenues of \$(1,172,013) and Total Expenses of \$170,145 for a Net Decrease in Fund balance of \$(1,342,158). The Net Decrease to the Merrill Lynch EMA account since July 1, 2024, was \$(1,567,735) bringing the Total Market Value to \$66,388,997 on September 30, 2024. The Net Increase to the Vanguard Wellington Account (Science Development Fund and First Responders Fund) since July 1, 2024, was \$27,281, bringing the Total Market Value to \$553,280 as of the last statement date of September 30, 2024. Combined total holdings of the Merrill Lynch EMA and Vanguard Wellington accounts were \$66,942,277. The portfolio allocation was 1.73% Cash & Cash Equivalents, 65.10% Equity, 8.90% Alternative Investments and 24.28% Fixed Income. As of September 30, 2024, The Jay Odom Group has withdrawn \$2,091,886, completing the developer's 20% equity. As of September 30, 2024, the Jay Odom Group has drawn up to \$3,044,509 of the Foundation's portion of the construction loan of \$5,358,484 with a remaining balance of \$2,313,975. As of June 30, 2024, Total Operating Expenditures were \$113,721, leaving 78% of the budget available for the fiscal year.

**Motion to approve the Financial Reports as presented Mr. Ross; Second, Gen. Hendricks. Motion carried unanimously.**

### **FY24 Audited Financial Statements & IRS Form 990:**

Mr. Rhodes presented the Fiscal Year 2024 Northwest Florida State College Foundation Audited Financial Statements and IRS Form 990. Both documents have been prepared by the independent auditing firm of Mauldin & Jenkins, Certified Public Accountants of Bradenton, Florida. The audit reflects a clean opinion. Highlights of the Audit: Net position was \$69,149,634 at the close of the fiscal year. This reflects an increase of 12.78% over the previous fiscal year. Of the \$69.16 million in total assets, \$13 thousand rested in capital assets. Total liabilities were \$6 thousand, with \$750 due to the college and \$5 thousand due to other outside vendors. The Foundation's investments increased 12.03% from July 1, 2023, to June 30, 2024, after a reported increase of 7.14% from July 1, 2022, to June 30, 2023. The increase and subsequent increase were principally due to financial market conditions. At June 30, 2024, the number of funds in underwater status was zero. Endowments with a fair market value below corpus will receive no spending allocation. The reduction in underwater funds can be attributed to favorable market conditions generated by positive investment earnings. Total gifts, contributions, grants and other income, increased by \$1.5 million from 2023 to 2024, totaling \$2,398 thousand at June 30, 2024. Additions to permanent endowments totaled \$568 thousand at year-end. Total college support was \$2.4 million. These payments reflected \$675 thousand in scholarship expenses, and \$1.8 million in program and other support to the college.

**Motion to accept the FY 2024 Draft Audited Financial Statements and IRS Form 990 as presented Gen. Hendricks; Second, Mr. Ross. Motion carried unanimously.**

### **New Endowment:**

Mr. Rhodes presented the John Jeffrey Claudio Memorial Scholarship Endowment. Jeff and Leonora Claudio donated \$25,000 to establish the John Jeffrey Claudio Memorial Scholarship Endowment at Northwest Florida State College. This endowment is in memory of their late son, John, who passed away

last year at the age of 45. This endowment will provide scholarship support to students in our Physical Therapy Assistant Program with financial need.

**Motion to approve the John Jeffrey Claudio Memorial Scholarship Endowment Agreement Ms. Frakes; Second, Mr. Williams. Motion carried unanimously.**

**Revised Mission Statement:**

During the Governance Committee meeting on April 17, 2024, the committee conducted the annual review of the NWFSC Foundation Mission Statement. A discussion ensued and the decision was made to convene an Ad-Hoc Committee to do an analysis and make recommendations. On September 12, 2024, an Ad Hoc Committee appointed by the Board Chair met. Following a thorough conversation, the result of the group's work produced the following recommendation to replace the current mission statement: "Enhancing students' lives by utilizing your generosity to support the college and strengthen our community." On September 25, 2024, the Governance Committee approved the revised statement for presentation to Board.

**Motion to approve the Mission Statement as: "Enhancing students' lives by utilizing your generosity to support the college and strengthen our community." Mr. Mayfield; Second, Gen. Hendricks. Motion carried unanimously.**

**Development Committee Report:**

Mr. Ochs provided an update on Development activities and goals for the year. Year to Date fundraising is \$211,783 as of 9/30/2024, which represents 17% of the annual goal. Mr. Ochs shared that the Foundation Board and Trustees are collectively at 40% giving this fiscal year. The Faculty and Staff Campaign occurred in August – October and resulted in \$34,659 in total giving. Finally, the President's Circle currently has 55 members with total giving of \$37,200. Mr. Ochs also gave an update on the Sound the Siren Campaign, Holiday Pops Reception and Alumni Awards Timeline.

**Finance Committee Report:**

Mr. Rhodes shared the Investment Policy Review with Bank of America. He also shared the RFP Process Report.

**Governance Committee Report:**

Mr. Wood shared that the Governance Committee has reviewed the board members whose terms are set to expire at the end of this fiscal year. As of June 30, 2025, there are eight (8) Foundation directors whose board terms will expire. Two members are eligible for reappointment to a second term, four will term limit out and thus not eligible, and one has been endorsed to serve an additional year to fulfill his leadership position, and one with a one-year extension for a leadership role is also not eligible.

**Executive Director's Report:**

Mr. Stowers provided a list of upcoming events across the campus including Raider Club Welcome Back Event, the Rodeo, Scholars & Donors Luncheon, Holiday Pops and the Fall Commencement.

**Trustee Liaison Remarks:**

Maj Gen Litke reviewed August, September, and October Trustees meeting and highlighted their approved actions. The Trustees have met three times in regular session and four times for the Presidential Search Committee since the last BOD meeting. Major action items approved during this period include: For the CHS: The FY24 Budget, the 2024-2025 CHS Teacher Salary Increase Allocation Plan. For the College: The Academic Year 24-25 General Education Program, the assignment and assumption of the existing facilities lease from the Seaside School Foundation to the Seaside Neighborhood School, the Paul E Driver Endowed

Scholarship, the Purchases over \$325,000, the FY23-24 Carry Forward Spending Plan, adjusting the FY25 Benefits Program, the Solicitation Plan for operation of the College Bookstore and Paving the DeFuniak Springs Driving Pad. As for the Presidential Search update: The search team narrowed the 103 applicants to 10 who were interviewed by Zoom. They then selected four for on-campus interviews on Nov 4 and 5. The candidates, alphabetically are: BG USAF Ret, R. Gwyn Armfield, Managing Director RGA Consulting Group, Commissioner Mel Ponder, Association Director Emerald Coast Association of Realtors, DR James Ross, Former President of Pemlico Community College, DR Mark Strickland, Provost St Petersburg Community College.

**College Reports by Dr. Cristie Kedroski:**

Dr. Kedroski updated the Board on Raider Village, South Walton expansion, the many construction projects across the college, Collegiate High School, Leadership Okaloosa program, dual enrollment, two new grants for the College and presidential search.

**Next Meeting:**

The next Foundation Board meeting will be February 4, 2025 at 8:00 AM in Room 302, Building 400, Niceville Campus.

**Adjournment:**

There being no further business, the meeting adjourned at 9:07 AM

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Jonathan Ochs, Chair

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Date

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Chris Stowers, Secretary

\_\_\_\_\_  
Date