



UNIVERSITY OF CENTRAL FLORIDA

Foundation, Inc.

UCF Foundation Board of Directors Joint Audit Committee and Finance and Facilities Committee

October 23, 2024, at 10:15 AM EDT to 11:45 AM EDT
Hybrid Meeting

Live Meeting Details:

UCF FAIRWINDS Alumni Center
12676 Gemini Boulevard North
Orlando, FL 32816

Meeting Link: <https://ucf.zoom.us/j/91267471714?pwd=Ny89kOhkbH706JcNLYuJHUrXggMZy.1>

Meeting ID: 912 6747 1714

Passcode: 482474

Dial In: 305-224-1968

Agenda

I. Agenda

II. Welcome and Call to Order

10:15 A.M.

Presenters: Jessica Blume '80, Chair UCF Foundation Audit Committee
Eva Tukdarian '90 '91MSA, Chair, UCF Foundation Finance and Facilities Committee

III. Roll Call and Quorum Confirmation

10:16 A.M.

Presenter: Janelle Hom '10MA, Director, Foundation Board Relations and Advancement,
UCF Advancement and Partnerships

IV. Conflict of Interest Disclosure

10:17 A.M.

Presenters: Chair Tukdarian

V. Welcome Craig Erwin, Chief Financial Officer, UCF Foundation, Inc.

10:18 A.M.

Presenters: Chair Blume and Chair Tukdarian

VI. Approval of Meeting Minutes

10:19 A.M.

A. Minutes from the April 25, 2024, Audit Committee Meeting

Presenter: Chair Blume

B. Minutes from the May 30, 2024, Finance and Facilities Meeting

Presenter: Chair Tukdarian

VII. Action

10:21 A.M.

A. AC/FFC-1: Audited Financial Statements for Fiscal Year Ended June 30, 2024

Presenters: Alicia Ornelas-Perez, Senior Assurance Associate CliftonLarsonAllen
Bryan Simkanich '11 '12MS, Signing Director, CliftonLarsonAllen

VIII. Discussion

A. DISC-1: Supplemental Results for Operations for Period Ended June 30, 2024 **11:00 A.M.**

Presenters: Craig Erwin, Chief Financial Officer, UCF Foundation, Inc.
Joseph Mera '03, Director, Financial Planning and Analysis, UCF Advancement and Partnerships

B. DISC-2: UCF Foundation Real Estate Report **11:10 A.M.**

Presenters: Craig Erwin, Chief Financial Officer, UCF Foundation, Inc.
Dan Gross, Director, Real Estate and Facilities Operations, UCF Advancement and Partnerships

C. DISC-3: Annual Committee Charter Review **11:30 A.M.**

Presenters: Janelle Hom '10MA, Director, Foundation Board Relations and Advancement,
UCF Advancement and Partnerships

1. **AC-2: Audit Committee Charter**
2. **Fiscal Year 2024 – 2025 Audit Committee Annual Plan**
3. **FFC-2: Finance and Facilities Committee Charter**
4. **Fiscal Year 2024 – 2025 Finance and Facilities Committee Annual Plan**

D. DISC-4: Public Records Requests Reporting **11:38 A.M.**

Presenters: Janelle Hom '10MA, Director, Foundation Board Relations and Advancement,
UCF Advancement and Partnerships
Richard Welsh, Senior Associate General Counsel, University of Central Florida

E. DISC-5: Enterprise Risk Management Assessment Update **11:40 A.M.**

Presenter: Janelle Hom '10MA, Director, Foundation Board Relations and Advancement,
UCF Advancement and Partnerships

IX. Information **11:42 A.M.**

A. INFO-1: UnionWest Transaction

Presenters: Richard Welsh, Senior Associate General Counsel, University of Central Florida

B. INFO-2: External Auditor RFP Planning

Presenters: Craig Erwin, Chief Financial Officer, UCF Foundation, Inc.
Erick Kepfer '00 '03MBA, Director of Accounting, UCF Advancement and Partnerships

C. INFO-3: AGB Article: Building Reputational Risk into Decision-Making

Presenter: Janelle Hom '10MA, Director, Foundation Board Relations and Advancement,
UCF Advancement and Partnerships

X. New Business **11:43 A.M.**

Presenters: Chair Blume and Chair Tukdarian

XI. Closing Remarks and Announcements **11:44 A.M.**

Presenters: Chair Blume and Chair Tukdarian

XII. Adjournment **11:45 A.M.**

Presenters: Chair Blume and Chair Tukdarian