

**Florida Agricultural and Mechanical University
Board of Trustees**



**Direct Support Organizations Committee Meeting
Wednesday, September 18, 2019
3 p.m. – 3:30 p.m.
FAMU Grand Ballroom**

Committee Members: Thomas Dortch – Chair * Dave Lawrence – Vice Chair
Ann Marie Cavazos, Kelvin Lawson, Rocharad Moricette

AGENDA

- | | | |
|-----|---------------|----------------------|
| I. | Call to Order | Thomas Dortch, Chair |
| II. | Roll Call | Ms. Angie Wiggins |

ACTION ITEM

- | | | |
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| III. | Approval of Minutes | Chair Dortch |
| | 1. June 5, 2019, DSO Committee Meeting | |
| | 2. August 16, 2019, DSO Committee Meeting | |

INFORMATIONAL ITEMS

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|------|---|-------------------|
| IV. | Review of Naming Opportunities Policy | Dr. Friday-Stroud |
| V. | Update on Divisional Activities | Dr. Friday-Stroud |
| | 1. FY 2018-19 & FY 2019-20 University Advancement Updates | |
| | 2. DSO Updates | |
| | A. FAMU Foundation, Inc. | |
| | B. National Alumni Association | |
| | C. FAMU Rattler Boosters | |
| VI. | New Business | Chair Dortch |
| VII. | Adjournment | Chair Dortch |

**Florida Agricultural and Mechanical University
Board of Trustees**



ACTION ITEM

**Direct Support Organizations Committee
Wednesday, September 18, 2019
Agenda Item: III. 1.**

Item Origination and Authorization

Policy _____	Award of Bid _____	Budget Amendment _____	Change Order _____
Resolution _____	Contract _____	Grant _____	Other _____

Action of Board

Approved _____ Approved w/ Conditions _____ Disapproved _____ Continued _____ Withdrawn _____

Subject: Approval of DSO Committee Meeting Minutes (June 5, 2019)

Rationale: In accordance with the Florida Statutes, a governmental body shall prepare and keep minutes or make a tape recording of each open meeting of the body.

Attachment: DSO Committee Meeting Minutes (June 5, 2019)

Recommendation: Approve the minutes of the June 5, 2019, DSO Committee Meeting.

**Florida Agricultural and Mechanical University
Board of Trustees**



Direct Support Organizations (DSO) Committee Meeting Minutes
Wednesday, June 5, 2019

Trustee Thomas Dortch, Chair

The meeting was called to order at 11:25AM by Committee Chair Thomas Dortch. Ms. Angie Wiggins called the roll, and the following Committee members participated: Trustees Bettye Grable and Dave Lawrence.

- **Approval of March 6, 2019, DSO Committee Meeting Minutes:**
Trustee Lawrence motioned for approval; seconded by Trustee Grable. The motion passed by a unanimous vote.
- **Acceptance of DSO Budgets: FY 2019-2020**
The DSO Budgets for the FAMU Foundation, FAMU National Alumni Association (NAA), and FAMU Rattler Boosters, were submitted for acceptance in accordance with FAMU Board of Trustees (BOT) Policy No. 2018-01. The Three DSO Budgets were approved by their governing bodies. A motion was made to recommend to the FAMU BOT for acceptance, the FY 2019-2020 DSO Budgets for the FAMU Foundation, the FAMU NAA and the FAMU Rattler Boosters; moved by Trustee Lawrence and seconded by Trustee Grable. The motion passed by a unanimous vote.
- **Approval of New DSO Board Member**
In accordance with Senate Bill 4 and the FAMU BOT Policy No. 2018-01, the Board shall approve all appointments, including elected board members, to any DSO board; and, in accordance with the FAMU Foundation Bylaws, protocol was followed as it relates to the designated Ex-Officio seat set-aside for student representation on the FAMU Foundation Board. A motion was made to recommend to the FAMU BOT the appointment of Taylor A. Hall as the student representative on the FAMU Foundation Board of Directors; moved by Trustee Grable and seconded by Trustee Lawrence. The motion passed by a unanimous vote.
- **Dr. Friday-Stroud provided updates on Divisional Activities**
 1. **Fundraising Updates**
 - Total giving as of May 31, 2019, is at \$9.982M; compared to \$4M this time last year.
 - New cash gifts total \$4.127M; compared to \$3.3M this time last year.
 - Pledge collections are at \$5.38M; compared to \$414,000 this time last year.
 - New pledges are at \$473,000; compared to appx. \$266,000 this time last year.
 - Ongoing FAMU Rising fundraising campaign and activities; colleges and schools give back program; The Big Push - \$1M goal to assist Athletics; kicking off the FAMU Rising Fundraising Tour; and, Divisional restructure.

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2. DSO Updates

FAMU Foundation, Inc.

- The Spring 2019 Board Meeting was held on May 16-17, in Birmingham, Alabama, in conjunction with the FAMU NAA Annual Convention.
- The Fall 2019 Board Meeting will be held in November in Orlando, FL.
- The Board is anticipating scheduling a Board Retreat this August or September.
- As of March 31, the Investment Portfolio balance is over \$125M.

FAMU National Alumni Association

- The FAMU NAA Annual Convention was recently held in Birmingham.
 - ❖ raised appx. \$450,000 at the event; new total is appx. \$462,000
- The 2020 NAA Convention will be held Labor Day weekend during the Orange Blossom Football Game in Miami, FL.

Florida A&M University Rattler Boosters, Inc.

- Several Board members were present at the FAMU NAA Annual Convention in Birmingham. Great interactions amongst DSOs.
- The FAMU Rattler Boosters is working with the office of University Advancement and the Athletics Department on the \$1M Athletics Big Push Weekend, June 14-16, to raise money for scholarships, facility enhancements, and the nutrition program.

There being no further business, the meeting adjourned 11:46AM.

Thomas Dortch, Committee Chair

**Florida Agricultural and Mechanical University
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ACTION ITEM

**Direct Support Organizations Committee
Wednesday, September 18, 2019
Agenda Item: III. 2.**

Item Origination and Authorization

Policy _____	Award of Bid _____	Budget Amendment _____	Change Order _____
Resolution _____	Contract _____	Grant _____	Other _____

Action of Board

Approved _____ Approved w/ Conditions _____ Disapproved _____ Continued _____ Withdrawn _____

Subject: **Approval of DSO Committee Meeting Minutes (August 16, 2019)**

Rationale: In accordance with the Florida Statutes, a governmental body shall prepare and keep minutes or make a tape recording of each open meeting of the body.

Attachment: DSO Committee Meeting Minutes (August 16, 2019)

Recommendation: Approve the minutes of the August 16, 2019, DSO Committee Meeting.

**Florida Agricultural and Mechanical University
Board of Trustees**



Direct Support Organizations (DSO) Committee Meeting Minutes
Friday, August 16, 2019

Trustee Thomas Dortch, Chair

The meeting was called to order by Committee Chair Thomas Dortch. Mrs. Linda Barge-Miles called the roll, and the following Committee members participated: Trustees Ann Marie Cavazos, Dave Lawrence, Kelvin Lawson, and Rochard Moricette. One action item was presented to the DSO Committee.

Honorary Namings

The approval of Honorary Namings for the Tennis Complex and the FAMU Village was presented in accordance with FAMU Board of Trustees (BOT) Policy No. 2008-05. The Policy states that the naming of any facility or program requires the recommendation of the President of the University and the approval of the BOT as a noticed, non-consent agenda item at a meeting of the BOT.

In addition, the Policy states that the President shall appoint an Advisory Committee on Honorary Naming Facilities and Programs which will review and make recommendations to the President for consideration. Upon the recommendation of the Advisory Committee appointed by President Larry Robinson, President Robinson made the following two recommendations:

- name the FAMU Tennis Complex as the Althea Gibson Tennis Complex, in honor of the late Althea Gibson; and
- name the FAMU Village as the Polkinghorne Village, in honor of the late Lieutenant James Polkinghorne.

The DSO Committee voted, unanimously, to accept the President's recommendations. In acknowledgement of incoming requests by the public for honorary namings, Dr. Shawnta Friday-Stroud was requested to bring current policies for review at the next Board Meeting.

There being no further business, the meeting was adjourned by the DSO Committee Chair, Thomas Dortch, Jr.

**Florida Agricultural and Mechanical University
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INFORMATIONAL ITEM

**Direct Support Organizations Committee
Wednesday, September 18, 2019
Agenda Item: IV.**

Subject: Review of Naming Opportunities Policy

Summary: At the August 16, 2019, DSO Committee Meeting wherein two Honorary Namings were recommended and approved, the DSO Committee Chair, Trustee Thomas Dortch, Jr., requested that Dr. Shawnta Friday-Stroud review and present the current Naming Policy at the next DSO Committee Meeting.

Rationale: The purpose of the review is to ensure that the FAMU Board of Trustees is updated on the policy. The University has received additional naming recommendations; some already have facilities named after them.

Attachment: FAMU BOT Policy Number 2008-05 – Naming Opportunities

Florida Agricultural and Mechanical University



Board of Trustee Policy

Board of Trustees Policy Number: 2008-05	Date of Adoption/Revision June 12, 2008; Rev. September 11, 2014
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Subject	Naming Opportunities
Authority	Board of Governors Regulation 9.005, Naming of Buildings and Facilities Section 7 (d), Article IX, Florida Constitution
Applicability	To establish guidelines for naming of a FAMU building, road, bridge, park, recreation complex, college, center, or other facility or Program

I. Policy Statement and Purpose

The Florida Agricultural and Mechanical University (FAMU or University) Board of Trustees establishes the following Policy and Procedures by which any building, structure, road, bridge, park, recreational complex or any tangible property, or any component thereof (hereafter "Facility") or, college, school, department, institute, center, or program (hereafter "Program") or any other property or property right under the control of the Board of Trustees may be named for an individual or other entity

A. Meeting Requirement:

The naming of any Facility or Program requires the recommendation of the President of the University and the approval of the Board of Trustees as a noticed, non-consent agenda item at a meeting of the Board of Trustees.

B. Names Prohibited:

No Facility may be named on an honorary basis for any active State University System member, including, but not limited to, staff, faculty, students or trustees. However, a Program may be named for such an active member of the State University System without the approval of the Board of Governors as set forth in sub-paragraph A above.

II. Honorary Naming

Non-gift related, or “Honorary”, naming of any Facility or Program is reserved for individuals who have been duly recognized for achievements of extraordinary and lasting distinction and who have made a significant contribution to the State of Florida and/or to the University or to the fields of education, government, law, science or the welfare of the human race. The integrity of the individual should exemplify outstanding virtues.

A. Establishment of an Advisory Committee on Honorary Naming of Facilities and Programs

The President shall appoint an Advisory Committee on Honorary Naming Facilities and Programs which will review and make recommendations to the President for consideration. Membership shall include the Vice President for University Advancement, who shall Chair the Committee, the Vice President of Administrative and Fiscal Affairs or his/her designee, a representative of the Faculty Senate (but not its president) and a representative of the Student Government Association (but not its president). The President may appoint other members to the Committee as deem appropriate.

B. Committee Function

The Committee shall be an advisory body to the President and shall have no policy-making or administrative authority. The Committee shall advise the President with respect to proposals to name or change the name of University Facilities and Programs, consistent with the policy and procedures set forth herein. The Committee shall meet at such times and places required to efficiently perform its duties.

III. Gift Related Naming

Gift related naming of a Facility or Program requires a donation to the University or the Florida A&M University Foundation, Inc. (the “Foundation”) which makes a significant contribution to the cost of building the Facility or implementing the Program housed in the facility approved by the Board of Trustees.

Specific naming opportunities and corresponding minimum gift levels are determined by the President, Dean, Vice President of University Advancement, and Vice President of Administrative and Fiscal Affairs or their designee. Naming may be affixed when accompanied by gifts equivalent to at least fifty percent (50%) of the fundraising target.

Naming requests must be accompanied by supporting documentation in the form of a gift agreement which outlines the terms and expectations of the donor.

In all cases, State matching funds may be added to the donor’s endowment for purposes of meeting the minimum naming requirement. Such naming recognition will reflect not only the donor’s endowment, but also the donor’s commitment to the mission, vision and objectives of the University.

IV. Matching Gifts

Based on the Alec P. Courtelis University Facility Enhancement Challenge Grant Program, Section 1013.79, Florida Statutes, when the naming opportunity concerns construction of a new building or renovation of an existing building, a donor will be required to provide 100 percent of the private portion of the building or renovation cost. The private portion would be 50 percent of the total construction or renovation cost. If the University chooses to conduct a campaign, which raises the needed private funds from numerous donors, the minimum donation required from an individual for a naming opportunity is 60 percent of the private portion (or, under the existing Alec P. Courtelis University Facility Enhancement Challenge Grant Program, 30 percent of the total cost). These provisions apply only as funding is available.

V. Removal, Revocation or Renaming

A. Honorary:

At any time, the Board of Trustees may remove a name from and/or rename any Facility or Program named on an honorary basis upon the recommendation of the President of the University and the approval of the Board of Trustees as a noticed, non-consent agenda item at a public meeting of the Board of Trustees. The removal of any name previously requiring the approval of the Board of Governors of the State University System shall likewise require the approval of the Board of Governors.

B. Gift Related:

As stated in the gift agreement, at any time, the Board of Trustees may remove a name and or rename a Facility or Program named on a gift related basis when doing so would be in the best interest of the University. The Board of Trustees may consider whether the donor continues to exemplify a commitment to the mission, vision and objectives of the University and whether the donor maintains the integrity consistent with the honor of such naming opportunity. Any altering of previously named Facilities or Programs shall occur in consultation with the donor or his/her designee.

C. Revocation:

Revocation of naming approval or conferral – In certain circumstances, the University reserves the right, on reasonable grounds, to revoke and terminate its obligations regarding a naming with no financial responsibility for returning any received contributions to the donor. These actions, and the circumstances that prompt them, may apply to an approved naming that has not yet been acted upon or to a conferred naming and must be outlined in the gift agreement. Following are some (but not all) examples of circumstances warranting renaming, removal or revocation of the naming honor:

- 1) In situations where University facilities, or any part thereof, has been dedicated to or named for any person, family, or organization, the University reserves the right to withdraw the designation or name if, in the sole opinion of the University, the person, family, or organization has come into disrepute in the University or in the general community so as to reflect negatively or adversely upon the University.

- 2) If the donor fails to maintain payments on a pledge upon which the naming was bestowed, the naming may be revoked or any other agreed upon obligation..
- 3) If a planned gift upon which the naming was bestowed does not result in the value agreed upon, the naming may be revoked.
- 4) If the name of a corporate or individual donor has been changed.
- 5) The donor's actions no longer align with the mission of the University and its fundamental values, or such actions bring disrepute to the University.

VI. **Duration and Modification of Namings**

A. The duration of a donor's or honoree's name on any Facility or Program ordinarily continues for as long as the facility or unit is used in the same manner or for the same purpose for which the naming occurred. Any naming made pursuant to this Policy shall remain in effect until such time as the University determines the facility has exceeded its useful life or the facility's continued use has become impossible or impractical or until removed as set forth in Section V above. Upon demolition, replacement, substantial renovation, redesignation of purpose, or similar modification of a named Facility or Program, the University may deem that the naming period has concluded.

- 1) The appropriate University representative will make all reasonable efforts to inform in advance the original donors or honorees or their surviving family members when the naming period is deemed to have concluded.
- 2) The University may, but is not required to, provide for the appropriate perpetuation of the previous name. Perpetuation of the original name in an equivalent manner is not required. Appropriate perpetuation of previous names may include, for instance, a plaque in or adjacent to new and renovated facilities.

B. **Term Naming** – In appropriate instances, a naming may be granted for a pre-determined fixed term, usually 3-10 years. At the end of the term, the name of the Facility or Program shall expire but may be renewed with the same or a new name. The gift agreement should clearly specify the period of time for which the facility or unit will be named.

C. **Joint or Hyphenated Naming** – Additional names may be added to a Facility or Program unless prohibited by the original donor's gift agreement, in recognition of an additional gift even if the prior donor's or honoree's naming period has not concluded. Hyphenation of names is one method for jointly naming a facility or program.

**Florida Agricultural and Mechanical University
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INFORMATIONAL ITEMS

**Direct Support Organizations Committee
Wednesday, September 18, 2019
Agenda Item: V.**

Subject: Update on Divisional Activities

Summary: Update on Divisional Activities:
1. FY 2018-19 & FY 2019-20 University Advancement Updates
2. DSO Updates
A. FAMU Foundation, Inc.
B. National Alumni Association
C. Florida A&M University Rattler Boosters, Inc.

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Update on Divisional Activities

1. FY 2018-19 & FY 2019-20 University Advancement Updates

FY 2018-19 Fundraising Updates

- Total giving as of June 30, 2019, is \$11,675,166.48, compared to \$9,531,207.73, on June 30, 2018.
 - New Cash Gifts - \$4,620,053.37 (6/30/18 - \$3,618,377.06)
 - Pledge Collections - \$5,409,287.27 (6/30/18 - \$661,459.98)
 - Pledges - \$1,645,825.84 (6/30/18 - \$5,251,370.69)

FY 2019-20 Fundraising Updates

- Total giving as of September 9, 2019, is at \$1,183,950; compared to \$5,747,605 this time last year.
- New cash gifts total \$705,555; compared to \$587,941 this time last year.
- New pledges \$218,470; compared to \$108,220 this time last year.
- Pledge collections are at \$240,012; compared to \$5,051,443 this time last year.

2. DSO Updates:

A. FAMU Foundation, Inc.

- The FAMU Foundation Fall Board Retreat and Meeting will be held on November 20-23, 2019, in Orlando, Florida.
- The Investment Portfolio balance at July 31, 2019, is \$124,672,573.10.
- The Endowment value at July 31st is \$94,045,638.39.

B. FAMU National Alumni Association (NAA)

- The summer excitement surrounding the Willienium Tour was a fiscal plus for FAMU Football. The tour which featured FAMU head coach Willie Simmons was launched in June by Rattler Congressmen, Al Lawson, Alcee Hastings and David Scott and other FAMU alumni in Washington DC, then journeyed to Chicago for two events hosted by FAMU Industry Cluster Chair Cheryl Harris Booker, and five Rattler Alumni Entrepreneurs.
- In July Former Foundation Board Chair, Thomas Jones, Director John Green and other Rattlers in the Lone Star State hosted Coach Simmons in Houston, with Rattlers in Dallas, Texas, hosting the final summer stop at the Dallas Black Dance Theatre. FAMU NAA President, Colonel Gregory Clark and University Advancement Administrators, Carmen Cummings, Regina Gardner and Angelia Williams handled logistics and organization of the Willienium Tour which raised more than \$63,000 in cash and pledges and helped FAMU Athletics purchase two new

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complete sets of uniforms in White and Green for the Rattler Squad, essential football equipment, and supported the teams nutrition and wellness program.

C. Florida A&M University Rattler Boosters, Inc.

- Sponsored the FAMU Rattler Boosters Kickoff Luncheon on August 17th.
 - Over 800 in attendance
 - Raised and donated \$30,000 to the Athletics Department
- Sponsored the Radio Broadcast of the FAMU vs. UCF Football game on August 29th in Orlando, FL. There are ongoing negotiations for the remaining 10 games and the FAMU Football Coach's television show.
- Currently, there are nearly 300 annual dues paying members, which includes 114 fully paid Life Members and 17 Subscribing Life Members. Endowed dollars to date nearing \$79,000.
- FAMU Rattler Boosters have an Annual Fundraising Initiative for Facility Enhancements, Athletic Scholarships, and a Nutrition Program.

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**Direct Support Organizations Committee
Wednesday, September 18, 2019
Agenda Item: VI.**

VI. New Business