

**New College of Florida Board of Trustees
Approved Minutes
July 29, 2004 Teleconference Meeting**

Members Participating: Brian Cody; John Cranor; Rev. Jerome Dupree; Dr. Keith Fitzgerald; Bob Johnson; Jane Smiley. **Ex Officio:** Gordon E. Michalson, Jr., President. **Participating by Teleconference:** Robert N. Allen; Warren Hudson; Kenneth Misemer; Col. Mickey Presha; Dr. Vicki Raeburn. **Not Participating:** Major Gen. Raymond E. Mason; Alexis Simendinger.

Call to Order

Chairman Johnson called the meeting to order at 1:00 P.M. and called the roll.

Acknowledgement of Notice of Meeting

Chairman Johnson requested and received acknowledgement that the meeting had been duly noticed on July 20, 2004.

Approval of Minutes

Mr. Misemer moved and Mr. Cranor seconded a motion that the minutes of the Board of Trustees (BOT) meeting of June 23, 2004 be approved as submitted; the motion was approved unanimously. Chairman Johnson called attention to the Revised Schedule of Meetings for 2004-05, sent with materials for this meeting, which includes the Annual Meeting on August 28 and a dinner on September 22, preceding a Board of Governors meeting at New College the next day.

BOT Action on Capital Improvement Plan (CIP) priorities for 2005-2010

Vice President for Finance and Administration John Martin explained that the CIP is a rolling five-year planning document that is updated annually; it is funded through PECO (Public Education Capital Outlay) which comes directly from the utilities tax and from bonding a portion of the tax revenues. The 2005-2010 CIP request presented totals \$21.8 million for the next five years. During the last legislative session, New College received full funding for both of its FY 04-05 priorities established by the BOT in July 2003. This included \$1,417,000 to continue addressing Utilities/Infrastructure/Capital Renewal/Roofs needs and \$2,000,000 for land acquisition. The College also received \$6,341 for projects involving maintenance, repairs, renovation, and remodeling.

The highest priority for the upcoming five-year period, 2005-2010, continues to be funding for critical maintenance, utilities/infrastructure support, ADA, fire code corrections, parking, roadways and, for the first time at the College, general repair and renovation. This new category has been added to the New College CIP, because last year New College received only \$6,341 out of a total of \$34 million distributed to the SUS institutions for minor repair and renovation. FBOE capital budget staff determined that the distribution formula used by the former Board of Regents to distribute funding to SUS institutions was not in keeping with existing statutes governing K-20 distribution. The BOR distribution method was based on each institution's total square feet as a percentage of the entire SUS total. The K-20 statutory formula is based on the cost of buildings' construction value multiplied by square footage. New College's buildings generate a lower percentage of the total SUS value, than just calculating square feet alone and thus receive a proportionately lower amount of repair and renovation funds available. Under the old Board of Regents formula, based on the total number of square footage per building, New College received about \$120,000 annually for minor renovation and repairs (e.g., projects such as new carpeting, dividing one office into two, etc.). Since it is highly unlikely that the K-20 School Code statute will be revised, the solution Mr. Martin developed with BOG staff was to add a new category of "repair and renovation" to the New College CIP. Thus, the \$2.4 million request this year for CIP Utilities/Infrastructure incorporates approximately \$300,000 per year for repair and renovation, explaining one reason why the amount of CIP requested items is higher in this five-year request when compared with the five-year request a year ago. A second reason for the increases is that Ken Perlowski, registered architect and new NCF Director of Facilities Management, has developed a more accurate accounting of our repair and renovation needs than the one we inherited from USF; his data updated and substantially increased the CIP request. Mr. Martin added that the Utilities/Infrastructure category in the CIP has historically been the Board of Governors' top priority and it is likely that our requests in this category will be fully funded, as they have been in the past.

Mr. Martin noted that the second CIP priority is a new Academic Facility to house the Division of Social Sciences, plus general classroom, office, and support space for the College (not the third priority, as indicated on the spread sheet). This item was included last year on the BOG's three-year priority list, so we may see planning money in 06-07 and construction money in 07-08 for the new Social Sciences Academic Facility if sufficient PECO funding is available.

The third CIP priority is Land Acquisition; Chairman Johnson noted that \$3.5 million is available now. Mr. Martin asked that the Board affirm the priorities established by the Land Acquisition Committee and previously discussed by the Board: #1 – the 58th Street properties, including the purchase of the Knight property from private owners and of the Salvatori property from New College Foundation, and other properties on 58th Street; #2 – the Circus Hall of Fame property, which was recently purchased by a development firm now interested in New College’s inquiry about purchasing it from them involving a land swap for the Ring Plaza property currently on the College’s land “footprint”; and #3 – the Car Museum property at the intersection of 41 and University Parkway, an ideal site for New College to complete the East Campus with a new residence hall, one of several sites under consideration and one which the Airport Authority is willing to sell. Mr. Martin wanted to be sure the Board was fully apprised of and in agreement with the three groups of Land Acquisition properties presented as the third institutional priority listed in the 2005-2010 CIP. Chairman Johnson noted that if the BOT approves the motion to adopt the CIP, it will be approving all the priorities.

Mr. Martin noted that there are some significant needs for Hamilton Center, coming up in the next agenda item, the Capital Improvement Trust Fund, but there are insufficient funds to cover all the needs. The College’s enrollment does not generate sufficient capital improvement funds to cover the current repair and renovation needs to student facilities such as Hamilton Center. Mr. Martin has inquired in to BOG and DOE staff regarding the possible use of PECO funds to augment CITF funds, but does not yet have an answer. He recommended that the Trustees authorize the College administration to use its discretion as to whether or not to add a fourth priority item totaling in the \$900,000 - \$950,000 range. If the College’s administration subsequently determines that it is feasible to add the item, he recommended placing it as Priority 3, between the Academic Facility and Land Purchase, changing the 2005-06 total from \$2.4 million to \$3.4 million.

A motion to amend the CIP priorities for FY 2005-2010 to include New College administration’s discretion to add a fourth priority – Hamilton Center Infrastructure Improvements at \$950,000 - was made by Col. Presha, seconded by Mr. Cranor, and approved unanimously.

Dr. Raeburn moved that the New College Capital Improvement Plan priorities for FY 2005-2010 be approved as amended; the motion was seconded by Ms. Smiley and approved unanimously.

BOT Action on Capital Improvement Trust Fund for FY 2005-06

VP Martin explained that the monies in this fund are collected annually from student tuition and fees, bonded against the proceeds, and distributed by formula every two or three years. Our share of the estimated CITF appropriation for next year totals \$350,000; New College must advise the legislature how we would spend the funds if appropriated during the 2005 legislative session. Most of the needs, as developed in consultation with Mr. Cody, New College Student Alliance president, are focused on Hamilton Center. The top three priorities are the Hamilton Center roof, the Fitness Center’s HVAC controls, and the Hamilton Center’s electrical renovation, for a total of \$350,000. Mr. Martin asked for a motion to approve these priorities for FY 2005-06 and to authorize President Michalson to adjust the priorities as needed in consultation with the New College Student Alliance. Mr. Cody so moved, seconded by Mr. Allen, and the motion was approved by a unanimous vote.

BOT Action on Capital Improvement Trust Funds from 1996-97

VP Martin stated that when USF changed over to the new accounting system, CITF funds totaling \$103,035 were identified as remaining in an account from FY 1996-97 earmarked for the Sarasota campus. Both USF Sarasota/Manatee and New College students recommended jointly using \$51,352 of the monies to assist in paying costs for repairing the swimming pool surface. The remainder of the funds will be split evenly (FTEs were evenly split in those days between S/M and New College). The top two priorities for NCF’s share (\$25,842) are replacement of the Four Winds Café roof and replacement of the air handling unit in Hamilton Center’s Silk Screen Room. Mr. Martin asked for a motion to approve these spending priorities and to authorize the President of New College to make any necessary adjustments in consultation with the New College Student Alliance. Mr. Cody so moved, seconded by Dr. Fitzgerald, and the motion was approved by unanimous vote.

Since there was no further business, the special meeting was adjourned at 1:30 P.M.

Respectfully submitted,

Suzanne Janney
Assistant Secretary