



**District Board of Trustees  
Board Meeting Minutes  
August 20, 2024, Pensacola Campus**

**Board Workshop**

Dr. Meadows and Diane Bracken provided the Trustees with a tour of the Baroco Center, which is planned to be repurposed into a Training and Conference Center. Also in attendance was Larry Adams, an architect from Grace Hebert Curtis Architects, who presented drawings of the proposed center and addressed questions from Trustees.

**Board Meeting**

Present: Dr. Troy Tippett, Mr. Gabe Bullaro, Ms. Margie Moore, Ms. Julie Sheppard, Mr. Gordon Sprague, Mr. Tom Gilliam (General Counsel), Dr. Ed Meadows, and staff.

Absent: Ms. Carol Carlan, Mr. Patrick Dawson, Ms. Julie Sheppard

**I. Call to Order and Passing the Gavel**

Dr. Tippett called the meeting to order at 5:30 p.m. Dr. Meadows and the Board presented outgoing Chair Troy Tippett with a plaque of appreciation for his leadership as Chair for the past two years. He was commended for his leadership and his tenacious advocacy in the community and Tallahassee to provide the FCS employees the benefit of enrollment in the State Health Insurance Program. Dr. Tippett thanked everyone for their support and guidance and extended special appreciation to Dr. Meadows for his support and contributions to the community.

**Remarks by the New Chair**

After assuming the role of Chair at this meeting, Mr. Sprague thanked the Trustees for electing him as the new Chair and for their service on the Board. He shared remarks about each trustee, highlighting their individual strengths and contributions. He stated:

**1. Trustee Troy Tippett**

“Dr. Tippett, your active participation as Chair for the past two years has had a positive impact not only in our community but also at the state level, particularly as it pertains to the State Group Health Insurance Plan, and support of our local legislative delegation, and support at the state level of Senate and House leadership.”

**2. Trustee Carol Carlan**

“Carol, as our longest-serving Board member, you have been an encouraging and wonderful resource for professional development for college employees for many years. This has benefitted not only the college’s employees but also its leadership in providing a better understanding of how to motivate and accomplish the critical work of the college.”

**3. Trustee Gabe Bullaro**

“Gabe, you are in line to become the Chair, and you have already contributed to the Board in addressing the critical need for nurses with HCA funding for the summer high school boot camp.”

**4. Trustee Patrick Dawson**

“Patrick, your leadership as Chair has been most appreciated for effectively conducting our board meetings, showing the enthusiasm encouraged in your remarks, and congratulating our students at graduation and other events.”

**5. Trustee Margie Moore**

“Margie, your advocacy for students in the general student body and for student athletics has been remarkable. The efforts you have made to be there for students and your sponsorship of student events exemplify the best in servant leadership.”

**6. Trustee Julie Sheppard**

“Julie, you and many of our other Board members have been associated with the college through WSRE. Your strong knowledge of how Boards in the Sunshine can contribute to the well-being of the institution is much appreciated.”

**Additional Remarks by the New Chair**

“Dr. Meadows has assembled an impressive hard-working staff dedicated to students’ success, and committed to promoting this institution to those who most need the services, support, training, and education offered by the college. Pensacola State is the place where lasting friendships occur, where husbands and wives meet, and where students feel welcomed and nurtured by faculty and staff to help them succeed as students. Again, I thank the Board for electing me as Chair, and I will do my best to lead by example and participate in the occasions and events sponsored by the college. I encourage all of you to continue to participate as much as possible in the life of the college.”

In closing, the Chair made complimentary and descriptive remarks about President Meadows, praising his leadership, professional achievements, personal qualities, and the respect he garners from various groups.

**President Ed Meadows:**

“Quiet giant in our community.”

Highly respected by our legislative delegation.”

“Outstanding fundraiser.”

“President of the Florida College System’s Council of Presidents.”

“Friend to all of us.”

“He is professional of staff, and they respect him in return “

“Lots of different things to different people “

“An outdoorsman.”

**“Always in the moment.”** (Chair Sprague emphasized this last remark.)

**II. Agenda**

Chair Sprague called for a motion to approve the agenda. Ms. Moore moved for approval, and Mr. Bullaro seconded the motion, which passed unanimously.

**III. Public Comments**

None

#### IV. Consent Agenda – Approved

Since there was no request to remove an item from the consent agenda, Mr. Sprague called for a motion for approval. Dr. Tippett moved for approval, and Ms. Moore seconded the motion, which passed unanimously.

- **Minutes**- May 21, 2024 - Approved
- **Finance** -
  1. Grant Pursuit – Governor’s Job Growth Grant - Approved

Information Items:

1. Budget to Actual as of June 30, 2024
2. Grant Report as of June 30, 2024
3. Finance Committee Minutes for June 2024

- **Academic and Student Affairs**

No Consent Items

- **Facilities**

No Consent Items

- **Human Resources** - Approved

1. Create the position of Facilities Planner, Professional Managerial, Level 2 (Facilities, Planning and Construction)
2. Convert an existing 9-month, 164-day faculty position to an 11-month position. (Allied Health, Dental Hygiene Program)

Information Items:

1. Human Resources personnel transactions occurring in June and July 2024

#### ACTION ITEMS

##### **A. Finance**

1. Final Budget Amendment – Approved

Ms. Kovacs stated that to comply with Florida Statutes and generally accepted accounting principles, the Board is asked to approve the summation of budget amendments for the 2023-2024 Unrestricted Current Fund. Trustees were provided with a comparison of the original and amended budgets for the 2023-2024 fiscal year. Dr. Tippett moved for approval, and Ms. Moore seconded the motion which passed unanimously.

2. RFQ 6-2023/2024 Construction Manager at Risk, Diesel Mechanic Facility – Approved

Ms. Kovacs stated that there were four respondents to the bid, and the top 3 were selected and interviewed. Based on the interview rankings, it is recommended that a contract be awarded to Hanto & Clarke. Ms. Moore moved for approval, and Dr. Tippett seconded the motion which passed unanimously.

3. RFQ 11-2023/2024, Architectural Services - Continuing Contract – Approved

Ms. Kovacs stated that there were eight respondents to the bid and recommended that all be awarded participation in the bid. The respondents are 1) Caldwell Associates; 2) Heffernan

Holland Morgan; 3) Seay, Seay & Litchfield Architects; 4) Sam Marshall Architects; 5) Grace Hebert Curtis Architects; 6) STOA Architects; 7) Goodwyn Mills Cawood; and 8) Florida Architects. Dr. Tippet moved for approval, and Ms. Moore seconded the motion, which passed unanimously.

4. Rescind Policy 6Hx20-1.009 Cashing of Personal Checks – Approved

Ms. Kovacs provided justification for rescinding the policy and stated that all legal requirements regarding notification of the policy change have been met. Dr. Tippet moved for approval, and Ms. Moore seconded the motion which passed unanimously.

**B. Academic and Student Affairs**

Dr. Meadows presented the Academic and Student Affairs action items on behalf of Dr. Spicer.

1. 2025-2026 General Education Courses – Approved

Trustees received the updated list of the College's General Education Courses. Dr. Tippet moved for approval, and Mr. Bullaro seconded the motion which passed unanimously.

2. International Travel for Summer 2025 – Approved

Dr. Meadows presented the request for the College's summer abroad program to Spain on June 23-July 7, 2024. The program will focus on Spain's culture and language. Dr. Tippet moved for approval, and Ms. Moore seconded the motion which passed unanimously.

**C. Facilities**

No Action Items

**D. Human Resources**

No Action Items

**V. General Counsel**

Information Item

Contracts Report June 2024

**VI. President's Time**

Action Items

1. Updated Naming Opportunities – Approved

Dr. Meadows spoke about the minor changes made to the list of naming opportunities. Dr. Tippet moved to approve the updated list, and Mr. Bullaro seconded the motion which passed unanimously.

2. Transfer the naming of the Hobbs Center for Teaching Excellence from Bldg. 11 to Bldg. 96 – Approved

The request is to move the Center for Teaching Excellence (CTE) name from Building 11 to Building 96. Dr. Meadows and Ms. Kreiger have spoken with the donor, who is agreeable to the change, as Building 11 will now house the CTE Charter Academy for 11th and 12th grades. A formal request to the Trustees to reserve the naming of Building 11 will follow later. Dr. Tippet moved for approval, and Mr. Bullaro seconded the motion which passed unanimously.

3. Repurpose the Baroco Center (Bldg. 21) to the Jan Miller Training and Conference Center – Approved

Dr. Meadows initiated a discussion regarding the Training and Conference Center project. He proposed that we change the plan from constructing a new building to renovating the existing

Baroco Center (Bldg. 21). This would involve submitting a revision to the College's funding request from a new building to seeking renovation funding instead. Dr. Meadows noted that the State would be more open to providing funding for renovating existing space rather than construction of a new building. Following discussion, the Board voted to approve the proposal to repurpose the Baroco Building. Dr. Tippett moved for approval, and Mr. Bullaro seconded the motion, which passed unanimously.

#### Reports and Announcements

Dr. Meadows reported that he and Grover Robinson traveled to Tallahassee to meet with the Governor's Appointment Office to discuss the status of Trustee appointments to the Board. He reported that they were well received and seemed to understand the College's needs as they relate to filling vacant trustee positions and reappointment of Trustees whose terms are expired and expressed a wish to continue on the Board.

Dr. Meadows provided an update on the Charter Academy Board, which currently includes Dr. Tippett as Chair, along with Ms. Moore and Mr. Dawson as members. He invited anyone interested in serving on the Charter Academy Board to let him or Dr. Tippett know so they can add it to the agenda for the September Charter Academy Board meeting. Dr. Tippett expressed a preference for the current Board Chair to also Chair the Charter Academy Board for efficiency. It was noted that this would need to be voted on at the Charter Academy Board meeting in September.

#### Calendar

Calendar- Dr. Meadows thanked Dr. Tippett for attending the August nursing pinning ceremony. He reviewed the calendar of upcoming events and highlighted events where Trustee participation is highly encouraged.

DSO Reports- The written Foundation Report and the Alumni Association and Athletics Report were provided in Board packets.

1. Alumni Association and Athletics: Ms. Lotz reported that overall, student-athletes achieved a 3.35 GPA for the 2023-2024 Academic Year. She also reported that the student-athletes volunteered at 33 events with over 1,700 volunteer hours. She also highlighted upcoming Alumni and Athletic events.
2. Foundation – Ms. Krieger noted that there are now over 300 scholarships held at the Foundation. She also reported that the Non-Profit Center is going strong. There will be a strategic planning workshop on October 20. She highlighted upcoming events, and noted that a detailed report is included in the Board packets.
3. WSRE – No report.

#### **VII. Chair's Time**


At 6:48 p.m., Chair Sprague suspended the regular meeting to enter into an Executive Session to discuss matters related to the Bargaining Agreement with the Faculty Association. No formal actions were taken during the session. The executive session concluded at 7:08 p.m., and the regular meeting was reconvened. Chair Sprague then asked for a motion to accept the ratified and negotiated Collective Bargaining Agreement with the Faculty Association. Dr. Tippett moved for approval, and Ms. Moore seconded the motion which passed unanimously.

There being no further business the meeting adjourned at 7:09 p.m.

Approved: 9/17/2024

  
Chair, Board of Trustees

Recorded by: P. + Crows

  
President