

FLORIDA **A&M** UNIVERSITY  
Board of Trustees

**Budget, Finance and Facilities Committee Meeting**

Trustee Kimberly Moore, Committee Chair

Wednesday, December 7, 2022 Location: FAMU Grand Ballroom

**MINUTES**

**Committee Members Present:** Kimberly Moore, Otis Cliatt, Kelvin Lawson, Belvin Perry, and Kenny Stone

**Call to Order/Roll Call**

Chair Moore called the meeting to order. Mrs. Letitia Brown called the roll. A quorum was present.

**ACTION ITEMS**

**Approval of Minutes – October 5, 2022.**

There were no revisions to the minutes.

*The motion to approve this action item was carried.*

**Medical Marijuana Education and Research Initiative Education**

Dr. Weatherford, VP of Research requested board approval of two multi-year contracts for MMERI. The first contract approval is for the continuation of the Mosaic Group. The Mosaic Group's contract is for \$2,775,000. The second contract approval is for the continuation of Salter Mitchell PR for \$1,083,117. Both contracts exceed the \$1 million authorization of the University president.

*The motion to approve this action item was carried.*

**Trane Contract**

Dr. Gloria J. Walker, VP for Finance and Administration/CFO requested board approval for the master agreement with Trane U.S. General Services Administration (GSA) Federal Supply Service for repairs and upgrades related to campus-wide deferred maintenance and utility infrastructure needs. The staff seeks approval of the agreement not to exceed \$19,998,000 and for specific identified projects that exceed the \$1 million presidential authority.

Questions/Comments re: Trane Contract

- Trustee Washington asked if the total dollars had to be encumbered by December. *Response:* Dr. Walker responded that by December 2025 total needed to be encumbered and then spent by December 2026. With the supply-chain issues we are trying to get ahead.
- Trustee Dubose wanted Dr. Walker to share with the board what action was taken by the team with regard to cost inflationary issues. *Response:* Dr. Walker shared that when preparing the list that was sent to the State, we hedged our dollars by 20-30% to account for inflation.

*The motion to approve this action item was carried.*

**Videoboard Package Acquisition**

Dr. Walker requested board approval for the President to enter into an agreement with a vendor who provides the lowest and responsive proposal for construction and installation of the videoboard and associated systems at Bragg Memorial Stadium for a cost not to exceed \$3.6 million.

Questions/Comments re: Trane Contract

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- Trustee Dubose requested assurance that insurance would be added for fixed property acquisitions such as the videoboard. *Response:* As a follow-up action item, staff will provide assurance at the next meeting.
- Trustee Dubose wanted Dr. Walker to share with the board what action was taken by the team with regard to cost inflationary issues. *Response:* Dr. Walker shared that when preparing the list that was sent to the State, we hedged our dollars by 20-30% to account for inflation.

*The motion to approve this action item was carried.*

**Property Acquisition**

Dr. Gloria J. Walker requested board approval to enter into an agreement to purchase the Citivue Apartments for a price not to exceed \$13 million or the appraisal property value and to the extent that the application for the funding source through the US Department of Education funding (HEERF) is approved (before that funding source expires in May 2023). Additionally, the agreement is subject to the University’s inspection of property and other contractual due diligence.

*The motion to approve this action item was carried.*

**INFORMATION ITEMS**

**Vice President for Finance and Administration’s Report**

**a. Student Housing Construction Plan Progress**

Mr. Craig Talton presented an update on student housing construction. He reported that RFQs for architectural design were solicited and the deadline for response submissions was November 29, 2022. Once the recommended vendors are selected, the results will be presented to Dr. Robinson for review and will be brought to the board at the February meeting. Mr. Talton reassured the board that concerns about keeping the historic look when embarking on new construction on campus are considered.

**b. Compensation Study Update**

Ms. Ella Kiselyuk reported on the timeline of the compensation study and provided information on the six phases of the study. The study was executed on November 15, 2022. The main goal is to focus on successful implementation, best practices, and sustainability for recruiting, retaining, and developing employees.

Questions/Comments re: Compensation Study Update

- Trustee Cavazos stated that she was thankful the staff started the execution on November 15 but was concerned that the study had just started then as it had been discussed since 2019. *Response:* Dr. Edington clarified that the study was a two-pronged approach. The first approach was the allocation of resources and the second was a long-term approach. He reminded that \$11 million dollars had been invested in one-time bonuses.
- Trustee Reed asked about the timeline and how it aligns with the investment calendar/budget. *Response:* Dr. Walker stated that the timeline is based on different phases of the study and she would consider our budget obligation.

- Trustees requested a more aggressive timeline and accountability. *Response: Trustee Moore asked VP Walker and her team to compress the timeline of the study. Trustee Moore wants this as an action item to revisit the vendor to determine the ability to compress/reduce the amount of time of completion and report updates at each meeting. VP Walker reminded the board that Ms. Kiselyuk had negotiated the timeline down from 24 months to 12 months plus three months to account for faculty summer break. VP Walker agreed to see if that timeline could be further compressed.*

**c. Project Updates - University Construction / Operations including Deferred Maintenance and Videoboard Progress**

Dr. Walker and Chris Hessel provided an update on deferred maintenance, fixed capital outlay funded projects and carryforward spending funded projects. The start date for the projects is January 2023. A list of items, located in the materials packet indicates how the appropriations are going to be spent when the funds are received.

**Stimulus Funding Expenditure Report to Date**

Dr. Erick Akins presented an update on expenditures, encumbrances, and pre-encumbrances of stimulus funds allocated to the university to address COVID-19.

Questions/Comments re: Stimulus Funding Expenditure Report to Date

- Trustee Dubose asked Dr. Akins to provide information on the amount of dollars that are supporting the law school and how it is being used.
- Trustee Stone requested a more up to date report for each meeting. (The report date was a month old).
- Trustee Washington asked about the dollars spent, that have been transformational for our students and or our institution. *Response: Dr. Akins reported that he would report the impact of these dollars at the next board meeting.*

**Additional Comments:**

- Chair Lawson asked for updates on the operating budget at each meeting.

**The meeting adjourned.**