



Board of Directors
Wednesday, November 10, 2021, 11 a.m.
News-Journal Center
221 N. Beach Street, Classroom 130, Daytona Beach

In Attendance: Erik D'Aquino, Julie Hewitt, Garry Lubi – Chair

Staff Attendees: Thomas LoBasso, Marty Cass, Tim Norton, Cerese Ramos, Chris Wainwright

I. Call to Order

Chair Garry Lubi called the meeting to order at 9:03 a.m.

II. Approval of Minutes – July 23, 2021

Julie Hewitt motioned for approval, Erik D'Aquino seconded, and the motion carried.

III. Public Participation – None Requested

IV. Reports

- a. Tom LoBasso asked for a moment of silence in remembrance of Keith Kennedy, longtime Vice President for Student Development, who died suddenly on Sunday, September 19.
- b. Tim Norton introduced Cerese Ramos, Dean of Student Development, who reported 66 applicants for student housing in response to the publishing of the application on September 13 and provided an update on progress toward hiring a Director of Student Life and Residence Hall Coordinator.
- c. Chris Wainwright provided a detailed update on construction of the student residence hall as all is on track for completion as scheduled and in line with the budget. There are some savings being realized from direct purchases, thus avoiding sales tax. FPL is in process on upgrading the electrical main to campus and in support of the student residence hall. Together with the College's Purchasing Department, the review and selection process for furnishing is on track and with the Information Technology Department the requirements for technology are being secured.

V. For Review & Approval

- a. **Annual Re-Certification Agreement between DSCHC and the College** – A revised re-certification agreement was presented for review and approval; this replacing the agreement presented in the July 23 meeting. Once approved it goes to the District Board of Trustees for


Erik D'Aquino, Secretary

approval.

Julie Hewitt motioned for approval, Erik D'Aquino seconded, and the motion carried.

- b. **FY2021 Audit** – The audit for fiscal year 2021 (July 1, 2020 through June 30, 2020) was presented by Marty Cass. In a meeting in August, Chairman Lubi, District Board of Trustees Chairman Randall Howard, President Tom LoBasso, Marty Cass and Tim Norton met virtually with James Halleran of James Moore Co. to review the audit. The auditors issued a clean, unmodified opinion of the financial condition of the DSCHC.

Julie Hewitt motioned for approval, Erik D'Aquino seconded, and the motion carried.

- c. **Resident Contract/Lease Agreement** – The proposed resident contract/lease agreement for 2022-2023 was presented for review and approval.

Julie Hewitt motioned for approval, Erik D'Aquino seconded, and the motion carried.

- d. **Financial Statements & FY2022 Budget** – Marty Cass reviewed the financial statements for the period ending August 31, 2021 reporting that the budget is in line with expectations and the financial position of the DSCHC is strong. The budget is for construction only and will transition to an operations budget beginning with FY2023 (July 1, 2022 through June 30, 2023).

These reports are provided for information.

VI. Adjournment

Julie Hewitt motioned for adjournment, Erik D'Aquino seconded, motion carried at 11:57 a.m.