



Board of Directors
Tuesday, May 17, 2022, 11:30 a.m.
Academic Affairs Conference Room
Daytona Beach Campus

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

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

I. Call to Order

Chair Garry Lubi called the meeting to order at 11:30 a.m.

II. Public Participation – None Requested

III. Approval of Minutes – November 10, 2021 and December 15, 2021

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

IV. Reports

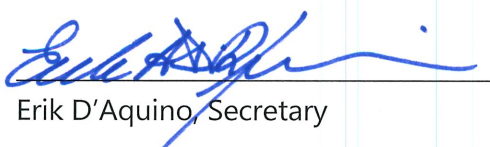
- a. **Construction** - Chris Wainwright requested approval to reduce the retainage amount per the terms of the contact with Perry McCall Construction, Inc. in the amount of \$309,345.20. He also reported on the construction progress, which included adding the remainder of the card readers for the doors, working on the punch list, and tying into the generator at building 300 as an emergency backup for the fire sprinklers, and the final number on the contingency buy-out by Perry McCall.

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

- b. **Financials** - Marty Cass reviewed the student housing construction financial report and stated that currently \$11.2 M has been spent with \$1M in encumbrances and realized some savings. Overall, we are well within the confines of the project budget.

V. For Review & Approval

- a. **Contracts & Fee Schedule** - Cerese Ramos reviewed the changes to the Internship Residential Housing Contract stating that the changes are due to the residents being interns and not students. She referred to Schedule A and explained the changes (listed in red). She reviewed changes to the 2022-2023 Student Residential Housing Contract and explained the change to Appendix 1, which included added language for Summer B Term 2022 Semester.


Erik D'Aquino, Secretary

Tim Norton reported on the Campus Laundry Services Agreement and stated that everything in red is added language. The College Council will need to review this, but this needs approval from the Housing Corp. Board beforehand.

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

- b. Tim requested approval on the Re-Certification Agreement, stating that this will need to go to the District Board of Trustees for approval, but it doesn't need legal council approval.

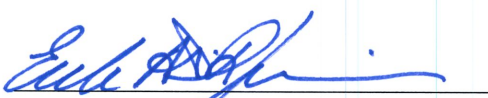
Julie Hewitt motioned for approval, Erik D'Aquino seconded, and the motion carried.

- c. Marty reviewed the 2023-2023 Operating Budget revenue and expense amounts for approval and explained the numbers. Tom LoBasso asked if the cost for furniture replacement was included and Marty stated that it is not a realized expense at this time, but this can be considered.

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

VI. Adjournment

Julie Hewitt motioned for adjournment, Erik D'Aquino seconded, and the motion carried at 12:17 p.m.



Erik D'Aquino, Secretary