

MINUTES: May 15, 2024

**MEETING: Daytona State College
District Board of Trustees**

**PLACE: Daytona State College's
Daytona Beach Campus
Wetherell Center (Bldg. 100), Room 402L
1200 W. International Speedway Blvd.
Daytona Beach, Florida**

**PRESENT: Dr. Thomas LoBasso, Corporate Secretary/President
Dr. Randall Howard, Chair
Bob Lloyd, Vice Chair
Lloyd Freckleton
Kelly Kwiatek
Garry Lubi**

ABSENT: Randy Dye

Board Meeting began 12:30 p.m.

I. CALL TO ORDER

Dr. Howard called the meeting to order at 12:30 p.m.

II. PLEDGE OF ALLEGIANCE

Conducted the Pledge of Allegiance.

III. ROLL CALL

Mr. Dye was absent. All other trustees were present.

IV. PUBLIC PARTICIPATION

Dr. Howard inquired if there were any members from the public that requested time to appear before the Board. No requests received.

V. CONSENT AGENDA

- A. Approval of 4/11/24 Board Retreat Minutes
- B. Approval of 4/11/24 Board Meeting Minutes
- C. Approval of Agreements
- D. Approval of Agreements - Affiliation
- E. Approval of Budget Amendments
- F. Approval of Deletion of Inventory Items
- G. Approval of Grant Applications
- H. Approval of Human Resource Recommendations

MOTION: The District Board of Trustees approve the Consent Agenda.

VI. INFORMATION ONLY

A. Agreements

The above item does not require Board approval because these specific agreements fall below the Category IV threshold (\$195,000). Presented as information only.

B. Surplus Donations

The above item is reported to the Board as information only.

VII. TIME RESERVED/PRESIDENT

A. President's Update

Dr. LoBasso thanked everyone who attended and supported the graduation ceremonies and how this is an exciting time of the year. He shared the College hosted the Association of Florida Colleges Region III Conference and participated as a paneistl with another college president. Collaboration Council Meeting was held with Volusia County Schools and have already met with Flagler County Schools. He shared information on meeting with a company prospect who is exploring possible sites in Flagler and Volusia counties. Held an introductory meeting with the City of Palm Coast Economic Development Director Craig McKinney and gave a tour of the ATC facility. He shared another successful athletic banquet was held and noted the Women's Golf team has made it to the national tournament. He attended the Palm Coast Songwriters' Festival and the Cork & Fork event.

VIII. FINANCE

A. Executive and Financial Summary Report as of 4/30/24

Mr. Cass presented the financial report as of April 30, 2024. Information reviewed included Fund 1 Operating Revenue and Expenses, Carry Forward Funds, Comparison of Actual Revenue Received to Budgeted, Three-Year Analysis of Tuition and Fees, Comparison of Actual Expenses to Budgeted Costs, and Major Capital Projects Funding. He provided a recap of Major Project Funding which includes 13 major projects with an estimated cost of \$44.3 million.

B. ACH/Wire Transfers/Checks Issued Greater Than/Equal to \$50,000

Mr. Cass presented as information.

IX. ACADEMIC AFFAIRS

A. Cost of Textbooks and Instructional Materials - Summer

Dr. Amy Locklear, Executive Vice President and Provost, presented as information.

X. TIME RESERVED/CONSTITUENT HEADS

Reports were presented by Gael Vitalien, Student Government Association President and introduced incoming president, Natasha Powell; Enaris Inman, Administrators Council President; Jon Pinney, Career Employees Association President; Paul Capps, Faculty Senate President and Noah Douglas for Gina Clark, Professional Council President.

XI. TIME RESERVED/BOARD CHAIR

A. Approval of Amendment to President's Employment Contract

Dr. Howard presented for approval.

MOTION: (Kwiatek/Lloyd) The District Board of Trustees approve the amendment to the President's Employment Contract, as presented. Motion carried unanimously.

B. Approval of Daytona State College 2024/2025 District Board of Trustees Meeting Schedule

Dr. Howard presented for approval.

MOTION: (Lloyd/Freckleton) The District Board of Trustees approve the 2024/2025 meeting schedule. Motion carried unanimously.

C. Board Chair's Update

Dr. Howard shared with regards to the President's employment contract that collectively as a Board they appreciate everything he does for the College and how he is always looking for ways to improve things that matter to the Board such as student success, campus experience, and how the College supports the community.

Dr. LoBasso was thankful and appreciated the support of the Board and looked forward to achieving more goals.

Dr. Howard shared commencement was a great day and shared of an email from one of the mothers the great experience their child had at the College and during the ceremony. He thanked those who participated in the ceremony and what a great event it was. He spoke on the news release where the College has been named a gold-level military friendly school which is important to veterans and appreciates the College looking out for those who have served. He shared he and Dr. LoBasso will be attending the Commissioner of Education's Summit that is being held with Florida College System presidents, State University System presidents, Board Chairs and Superintendents.

D. Board Professional Development Opportunities

Developmental opportunities were provided in the agenda as information.

XII. TIME RESERVED/BOARD MEMBERS
Comments were shared by the trustees.

XIII. ADJOURN - Meeting adjourned at 1:07 p.m.