

Minutes

Real Estate Planning Ad Hoc Committee Meeting

UWF Board of Trustees

UWF Global Online

630 E. Government Street, Pensacola, Florida

June 3, 2019

CALL TO ORDER

Chair Suzanne Lewis called the meeting to order at 3:01 p.m. CST

Committee Members, Trustees Suzanne Lewis, Dave Cleveland, Lewis Bear, Jr. and Bob Jones were present. Committee member Trustee Adrienne Collins was absent.

BOT Chair Mort O'Sullivan was also in attendance.

Others in attendance: President Martha Saunders, Pam Langham, General Counsel; Janice Gilley, Associate Vice President for External Affairs; Jamie Sprague, AVP Human Resources; Colleen Asmus, University Controller; Andrew Romer, Governmental Affairs and Becky Luntsford, BOT Assistant Corporate Secretary.

CHAIR'S GREETING

Chair Lewis welcomed those in attendance and reviewed the agenda with those present

Chair Lewis asked BOT Chair O'Sullivan to please restate his charge and expectations of the Real Estate Ad Hoc Committee.

I. Board of Trustees Chair's Charge to the Committee

Chair O'Sullivan explained that his appointment of the committee was inspired by comments made by Trustee Lewis Bear, Jr. during a recent BOT Finance, Facilities & Operations Committee meeting. Trustee Bear asked that the Board take a closer look at the leased spaces UWF is occupying and if it makes sense for the university to build or own an off-campus site of its own to house various UWF programs and possibly lease to other community organizations. Chair O'Sullivan said he felt that trustees serving on an ad hoc committee could take the time and care necessary to take a much deeper look into this issue and provide the Board and the university with options for the future.

Chair Lewis thanked Chair O'Sullivan and asked President Saunders to please share her thoughts with the Committee.

II. President's Remarks

President Saunders explained that the university's presence beyond the main campus has evolved over a number of years for lots of good reasons. She went on to state that she believes it is a good time to strategically look at where UWF is going and where the university wants to be.

III. Guiding Principles and Outcomes

Chair Lewis opened the floor for discussion among the committee members of their desired outcomes for the committee and their thoughts on the principles that will guide those outcomes.

IV. Committee Resources

UWF Master Plan

Following a lengthy discussion among all committee members, Chair O'Sullivan and President Saunders, Chair Lewis reported that, in preparation for this meeting, she discovered that UWF is getting ready to gear up for the new master plan. The master plan is required by the Board of Governors and will kick off in the fall of 2019 and will require BOG approval. She went on to explain that in UWF's current master plan, there is no mention of leased space, but the new master plan will have an entire section dedicated to this information. Chair Lewis explained this is the perfect time for the ad hoc committee to take a strategic approach in working with the President, her cabinet and university staff on the new master plan. Chair Lewis encouraged committee members to go to the UWF website and study the current master plan.

University Policies, Florida Statutes and Regulations

Chair Lewis explained that university staff has provided a multitude of resources to the committee and will continue to do so as the committee moves forward to accomplish the charge at hand.

Current UWF Leases

The committee reviewed a detailed spreadsheet prepared by Betsy Bowers and members of the Division of Finance and Administration team. The spreadsheet listed all UWF leased spaces.

V. Timeline and Format

Chair Lewis asked the committee members if they were in agreement with the timeline that has been proposed. Everyone was in agreement.

Chair Lewis thanked the Committee and university staff for their candid comments and thoughtful and positive participation. She closed the meeting by saying that the more she has studied the issue so far, the more she realized the Real Estate Planning Ad Hoc Committee's work is timely and necessary. She went on to explain that President Saunders has asked for help and it is up to the Committee to provide a clear vision. She closed by saying the number one driver for the committee's work should be the financial model.

BOT Chair O'Sullivan asked General Counsel Pam Langham to please refresh the Committee on the steps necessary to build a building – with or without a mortgage. He asked that she provide the steps in case the Committee and the Board decides at a future date to explore those options.

General Counsel Langham agreed to do so.

With no further business to discuss, Chair Lewis adjourned the meeting at 4:00 p.m.

Respectfully submitted,
Becky Luntsford, Assistant Corporate Secretary