



Minutes
Florida SouthWestern State College
District Board of Trustees New Member Orientation
Lee Campus – Building I, Room 226
September 26, 2017
11:30 a.m.

Mr. Bruce Laishley, newest member of the District Board of Trustees of Florida SouthWestern State College, met with the College President and Chief of Staff for New Member Orientation in Lee County, Florida, on September 26, 2017 at 11:30 a.m.

Present: Mr. Bruce Laishley
Dr. Jeffery S. Allbritten, President
Dr. Henry Peel, Chief of Staff

Introduction

General introductions were exchanged by those present.

Lunch

Lunch was served.

New Member Orientation

President Allbritten provided background on the College from its beginning as a junior college to its current baccalaureate degree-granting status, and shared background on the College name change and restructuring of his administrative team. Other topics covered included the former Board Liaison Model vs. the new Committees structure, Committee assignments, and FSW's two direct support organizations.

Also discussed were the role of Trustees in developing policy, the role of FSW Vice Presidents, and the Florida Sunshine Law.

Oath of Office

Mark Lupe, General Counsel, administered the Oath of Office to Mr. Laishley.

Information Session

Dr. Peel presented a *New Member Orientation* notebook to Mr. Laishley and reviewed information about the President's office contacts, Charter School Orientation, Board Committee assignments, Board policies, College catalog, access to Board meeting materials, and a schedule of Board meetings, plus other protocol and housekeeping items.

Adjournment – The meeting was adjourned at 1:00 p.m.

Dr. Jeffery S. Allbritten
College President

Tristan Chapman, Chairman
District Board of Trustees

Date: November 14, 2017



Minutes
Florida SouthWestern State College
District Board of Trustees
Lee Campus – I-223
September 26, 2017
3:00 p.m.

Call to Order

The District Board of Trustees of Florida SouthWestern State College met in regular session in Fort Myers, Florida on 09/26/17 at 3 p.m. with the meeting called to order by Brian Chapman, Jr., Chair.

Present

Brian Chapman, Jr., Chair
Tristan Chapman, Vice Chair
Bruce Laishley
Eric Loche
Braxton Rhone
Marjorie Starnes-Bilotti
Chris Vernon

Absent

Julia Perry

Others

Dr. Jeff Allbritten, President
June Hollingshead, Recorder

Pledge to Flag

Introduction of Guests and Public Comment – None

Vote to Take Action On

Agenda Item 1. Approval of Minutes Retreat and Regular Meeting June 27, 2017

MOTION by Tristan Chapman, seconded by Eric Loche, to approve the minutes of the retreat and regular meeting on June 27, 2017, as presented. Approved unanimously.

Agenda Item 2. Election of District Board of Trustees Officers for 2017-2018

MOTION by Chris Vernon, seconded by Marjorie Starnes-Bilotti, to elect Tristan Chapman to serve as Chair and Braxton Rhone to serve as Vice Chair of the District Board of Trustees for 2017-2018. Following agreement to serve, the item was approved unanimously.

Welcome – Bruce Laishley

Board Member Remarks

Chair Chapman welcomed Mr. Laishley to the Board, and Board members echoed his regards.

President's Report

- President Allbritten presented Brian Chapman, Jr. with a plaque for his service as Chair.
- Dr. Allbritten shared a handout with the Board, *Preparation and Aftermath – Hurricane Irma Timeline*, outlining the College response to the hurricane along with updates by FSW Facilities, Information Technology, and others. He praised those who responded so quickly during the 7-day period that the College was closed.
- The first concert at the Arena is scheduled for October 29, featuring the band Chicago, and highlights the multi-use potential of the facility.

Academic Affairs & Student Services Committee Report

Vote to Take Action On

Agenda Item 3. Approval of Textbook Affordability Report

MOTION by Marjorie Starnes-Bilotti, seconded by Brian Chapman, Jr., to approve the Textbook Affordability Report, as presented. Approved unanimously.

Business Affairs & Facilities Committee Report

Vote to Take Action On

Agenda Item 4. Approval of Refinancing of the Residence Hall

MOTION by Braxton Rhone, seconded by Marjorie Starnes-Bilotti, to approve the resolution which provides approval for refinancing by the Florida SouthWestern State College Finance Corporation of the residence hall revenue bonds and which also includes approval of the Support Agreement, Lockbox Agreement, and provides an effective date, as presented. Approved unanimously.

Agenda Item 5. Approval to Award Contract for Custodial and Grounds Maintenance Services for Florida SouthWestern State College

MOTION by Braxton Rhone, seconded by Brian Chapman, Jr., to approve entering into a 5-year contract for the purpose of providing custodial and ground services college-wide with GCA Education Services, Inc., the top ranked firm, as presented. Approved unanimously.

Agenda Item 6. Approval of Rank of Architectural Firms and Authorizing the Administration to Award Contracts for Continuing Services for Projects Less Than (Total Project) \$2,000,000.00

MOTION by Braxton Rhone, seconded by Marjorie Starnes-Bilotti, to approve the rank ordering of six architectural firms and authorizing the Administration to award a contract(s) for continuing services for projects less than (total project) \$2,000,000.00 that would commence on November 1, 2017 for 2 years with an option to renew for (2) additional 1-year periods, as presented. Approved unanimously.

Consent Agenda

Agenda Item 7. Approval of Personnel Actions

MOTION by Eric Loche, seconded by Braxton Rhone, to approve the personnel actions, as presented. Approved unanimously.

Information Only

Agenda Item 8. Florida SouthWestern State College Monthly Financial Report

The Monthly Financial Report was presented for information only.

Institutional Advancement & Policy Committee Report

Vote to Take Action On

Agenda Item 9. **PUBLIC HEARING.** Approval of an Amendment to Board Rule 6Hx6:2.06 – Duty Day Calendar

MOTION by Braxton Rhone, seconded by Chris Vernon, to approve an amendment to *Board Policy 6Hx6:2.06 – Duty Day Calendar* which would align it with current practice and with the state statute defining state holidays by removing Good Friday and Christmas Eve as non-duty days and adding Veterans Day as a non-duty day. Approved unanimously.

Agenda Item 10. Approval of Adoption of Board Rule 6Hx6:2.14 – College Name, Marks, & Seal

MOTION by Eric Loche, seconded by Chris Vernon, to approve the adoption of *Board Policy 6Hx6:2.14 – College Name, Marks, and Seal* which provides the legal basis for the development of a College licensing process to ensure that the College marks (name, logos, restricted images, or other identifiers) are used appropriately, as presented. Approved unanimously.

END PUBLIC HEARING – The Chairman declared the public hearing ended.

Old Business – None

New Business – None

Professional Development – None

President's Comments – None

Board Members' Comments – Mr. Vernon suggested that as Board members leave their service on the Board they should assist in the training of their replacements.

Adjournment – The Board adjourned as the FSW State College Board of Trustees at 3:40 p.m. and immediately reconvened as the FSW State College Charter School Governing Board.

Dr. Jeffery S. Allbritten
College President

Tristan Chapman, Chair
District Board of Trustees



Minutes
Florida SouthWestern State College
Charter Schools Governing Board
Lee Campus – I-223
September 26, 2017

Call to Order

The District Board of Trustees of Florida SouthWestern State College reconvened and met as the Charter Schools Governing Board in regular session in Fort Myers, Florida on 09/26/17 at 3:40 p.m. with the meeting called to order by Tristan Chapman, Chair.

Present

Tristan Chapman, Chair
Braxton Rhone, Vice Chair
Brian Chapman, Jr.
Bruce Laishley
Eric Loche
Marjorie Starnes-Bilotti
Chris Vernon

Absent

Julia Perry

Others

Dr. Jeff Allbritten, President
June Hollingshead, Recorder

Introduction of Guests and Public Comment – None

Reports to the Charter Schools Governing Board – None

Old Business – None

New Business – None

Other Business

Information Only

Agenda Item 1. Collegiate High Schools' Monthly Financial Report

Agenda Item 2. Irma-Related Changes to the Collegiate High School Calendar

These items were presented for information only.

President's Comments

- Dr. Allbritten noted that season #2 of basketball returns to the Arena on November 1, 2017, with a big kick-off event being planned.
- Dr. Peel will complete committee assignments before the November 14 Board meeting.

Board Members' Comments

Adjournment

The meeting was adjourned at 3:55 p.m.

Dr. Jeffery S. Allbritten
College President

Tristan Chapman, Chair
District Board of Trustees

11/14/17