

**Minutes  
Coastal Carolina University  
Board of Trustees**

**Finance, Planning & Facilities Committee  
E. Craig Wall Jr. Board Room  
December 13, 2018**

**Members of the Committee Present:** Ms. Natasha M. Hanna, Mr. D. Wyatt Henderson, Mr. Charles E. Lewis, Mr. William L. Lyles, Dr. Oran P. Smith, Mr. Eugene C. Spivey, and Mr. H. Delan Stevens

**Committee Member Not Present:** Mr. William E. Turner III

**Other Board Members** Mr. John H. Bartell Jr., William S. Biggs, Ms. Sherry I. Johnson, Mr. George E. Mullen, Mr. Patrick S. Sparks, Dr. Samuel J. Swad

**Others Present:** Ms. Sandra Baldrige-Adrian, Ms. Katherine M. Brooks, Ms. Susan Butcher, Dr. J. Ralph Byington, Ms. Nedy Campbell, Mr. M. Joshua Chesson, Dr. Debbie C. Conner, Ms. Julianne H. Cooke, Ms. Amanda E. Craddock, Dr. Melvin D. Davis, Dr. David A. DeCenzo, Ms. Lindsay Glass, Dr. Daniel J. Ennis, Mr. David A. Frost, Ms. Kasey D. Harrington, Mr. Stephen K. Harrison, Mr. Matthew L. Hogue, Dr. Sara N. Hottinger, Ms. Jennifer H. Hughes, Ms. Martha S. Hunn, Ms. Robyn A. Jones, Mr. Timothy E. Meacham, Mr. Travis E. Overton, Ms. Jennifer Packard, Mr. William M. Plate Jr., Mr. Daniel Rabon, Dr. Michael H. Roberts, Ms. Olga Shabeka, Dr. Reneé Smith, Ms. V. Chyrel Stalvey, Mr. Gregory T. Thompson, and Mr. David Yancey

(In accordance with the requirements of the South Carolina Freedom of Information Act, the news media were notified of the time, location, and agenda for the meeting. Ms. Katie Powell of the Horry Independent was in attendance.)

Chairman Delan Stevens brought the Finance, Planning, & Facilities Committee meeting to order at 9:00 a.m. New trustee Sherry I. Johnson was introduced.

Gene Spivey moved to approve the August 2, 2018, Finance, Planning and Facilities Committee minutes, and Oran Smith seconded.

Everyone received a copy of the 2018 Comprehensive Annual Financial Report (CAFR).

David Frost, Chief Financial Officer & Vice President of Finance and Administration gave an update on the financial projections and noted that some items have been moved to 18 Funds

**Finance, Planning & Facilities Committee  
December 13, 2018**

because they generate their own revenue. This year there was an increase in state funds of \$1M. Enrollment was flat in Fall semester causing some adjustment.

The loss because of Hurricane Florence is \$1.9M, and the expected expenses are now included in the budget. Recovery from insurance policies, FEMA, etc. will be received later.

Natasha Hanna asked what the travel expenses for Athletics was since joining the Sun Belt Conference. Frost said the actual in 2016 was \$1.6M and in 2017 it was \$2.4M. This increase was anticipated when entering the conference. In 2018, there were more football road games, and the amount was \$2.8M.

Next year, travel expenses will be less because there will be one less football game. Costs are discussed in every head coaches' meeting. They are constantly looking for ways to cut costs by bussing to games and catching flights in Charlotte. At the same time, being mindful of getting students back to school as quickly as possible for classes.

Hogue noted that the Sun Belt Conference ranks higher among a group of five conferences, and the University will get a larger distribution of money. DeCenzo stated that a minimum of \$1.2M is given to each conference member with an additional amount to football playing schools. Television revenues and basketball success also bring more money for distribution.

Hogue stated that the Sun Belt Conference contributed \$800,000 for a trailer and better audio equipment for broadcasting games which is completely student run by communication majors. This is a significant cooperative between academics and athletics and will enhance student career pursuits.

The Chanticleer Athletic Foundation needs an additional \$700,000 for the football stadium expansion.

Smith wanted to know if some money could be used for Athletics from the Student Housing Foundation. Henderson reminded everyone that these funds are used for the student housing rebate. We need to leave money there in case there is a possibility of purchasing land for the University in the future.

**Wyatt Henderson made a motion to approve the renewal of a one-year lease with Fountain-Fuller of SC, L.L.C. for +/- 10,000 square feet of warehouse space at the Atlantic Center, (454 Century Circle), for University Housing, effective March 1, 2019 through February 29, 2020, with the option to extend the term of this lease up to two (2) more consecutive periods of one (1) year each. The cost of this lease is \$73,972 (\$7.40 per square foot) or \$6,164 per month. Rent will increase by 2% annually thereafter (Motion 18-59). Spivey seconded, and the motion carried.**

**Henderson moved to approve a High Limit P-Card with a single transaction limit of \$300,000 and a monthly limit of \$600,000 for the purpose of depositing payroll taxes to the**

**Finance, Planning & Facilities Committee  
December 13, 2018**

**South Carolina Department of Revenue (SCDOR). This will be the only use of this card (Motion 18-60). Spivey seconded. The motion passed**

Capital projects update included: plans for the Academic Enrichment Center and Auditorium are moving forward; Kimbel Library HVAC switch-out to be completed by June; and Williams Brice HVAC renovations will take place after spring semester.

Byington reminded everyone that the Academic Enrichment Center and Kimbel Library HVAC are both part of the Master Plan and have been approved by the Board of Trustees. The Academic Enrichment Center's auditorium/theater will seat 1200 and will be paid for by the Penny Sales Tax. This auditorium will help with recruitment and will free up spaces for classrooms.

George Mullin emphasized the need for a more comprehensive design of Kimbel Library, the Academic Enrichment Center and Auditorium for the allotted \$28M. Further discussions will take place for the design and Stevens and Mullin will be included in the design discussions. The Board will be kept abreast of the discussions.

As there was no further business, Spivey moved to adjourn, and Henderson seconded.

Respectfully submitted,

*V. Chyrel Stalvey*

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Recorder