



UCF Foundation Board

Joint Audit and Finance & Facilities Committee Meeting

September 23, 2022 | 9:30 a.m. – 11:30 a.m.

Virtual Meeting

Members Present:

Mark Plaumann, *Audit Chair*, Jessica Blume, Rick Cardenas, Paul Gregg, Marc McMurrin, JoAnn Wagner, Eva Tukdarian, *Finance & Facilities Chair*, Clint Bullock, James Harhi, Gerald Hector, Karl Hodges, Tom McNamara

Members Absent:

Brian Butler

I. Welcome and Call to Order

Director Plaumann, Chair of the Audit Committee, and Director Tukdarian, Chair of the Finance & Facilities Committee, called the meeting to order at 9:32 a.m., stating that the meeting was covered under the Florida Sunshine Law and the public and press were invited to attend. Roll call was performed and a quorum of the Committees was confirmed.

II. Conflict of Interest Disclosure

No conflicts of interest were declared by committee members.

III. Minutes from the April 6, 2022, and June 15, 2022, Finance and Facilities Committee

Minutes from the April 6, 2022, Audit Committee meeting were unanimously approved as written. Minutes from the April 19, 2022, and June 15, 2022, Finance & Facilities Committee meetings were unanimously approved as written.

IV. Reports

A. AC-1 UCF Foundation FY2022 Audit Presentation (*Executive Session*)

Bryan Simkanich, Director with CliftonLarsonAllen LLP (CLA), in collaboration with his colleagues, Molly Duval and Alicia Ornelas-Perez presented the draft audited financial statements, compliance audit, and required governance communications in connection with the audit performed for the year ended June 30, 2022. The audit, which was completed in accordance with Government Auditing Standards, resulted in an “unmodified opinion”, the highest level of assurance, and there were no adjustments, passed adjustments, or disagreements with management over application of accounting policies, and no issues in performing the audit. CLA responded to committee member questions regarding the audit process and findings.

Motion:

A motion was made by Paul Gregg and seconded by Jessica Blume to accept and recommend the FY2022 audited financial statements for approval by the UCF Foundation Board of Directors, as presented. The motion passed unanimously.

B. DISC-1 Results of Operations for Period Ended June 30, 2022

Glen Dawes, Chief Financial Officer, presented financial statements and quarterly reports for the period ended June 30, 2022. It was noted that the Foundation's total net assets at the end of the fiscal year were approximately \$403.3 million, a decrease of nearly \$10 million, or two percent, from the previous year. This was primarily due to unfavorable market activity throughout the year.

The Foundation's operations were reported to be slightly under budget in both sources and uses for fiscal year 2022. Negative earnings on non-endowed investments contributed substantially to the unfavorable position in funding sources. However, the Foundation received an unbudgeted \$6.8 million sum in funds related to surplus rents under the ground lease with Knights Crossing and Knights Circle student housing (CAPFA). Operating and salary expenses remained under budget for the year due to an inordinate number of staff resignations and unfilled positions in fundraising. The facilities budget was reported to be on target at the end of the year.

The UCF Foundation Debt Summary and Vice Presidents' and Deans' expenses were provided to the committee for review and specific questions may be brought before the committee. There were no questions at this time.

V. New Business

A. (DISC-2) Audit Committee Charter

The Audit Committee conducted its annual review of the committee charter, which was last amended on October 6, 2021. No amendments were proposed by staff or committee members.

B. (FFC-1) Finance & Facilities Committee Charter

Lauren Ferguson, Director of Board Relations, presented the proposed Amended and Restated Charter of the Finance & Facilities Committee, which included the removal of the Treasurer of the Alumni Board and UCF's Vice President of Finance and Administration as members of the committee.

Motion:

A motion was made by Mark Plaumann and seconded by James Harhi to recommend approval of the Amended and Restated Finance & Facilities Committee Charter to the UCF Foundation Board, as presented. The motion passed unanimously.

VI. Information

- A. INFO-1 Supplemental Results of Operations for Period Ended June 30, 2022
- B. INFO-2 Audit Committee Annual Plan
- C. INFO-3 Finance and Facilities Annual Plan

VII. Closing Remarks and Announcements

No remarks were given.

VII. ADJOURNMENT

Directors Plaumann and Tugdarian adjourned the meeting at 11:13 a.m.

Approved by Audit Committee on **April 19, 2023**.

Approved by Finance & Facilities Committee on **March 24, 2023**.

Respectfully Submitted by:

Mark Plaumann, *Chair*, Audit Committee

Eva Tugdarian, *Chair*, Finance & Facilities Committee

Prepared by: Ashley McConnell, *Executive Assistant*