

Advancement | UCF Foundation, Inc.

UCF Foundation Board of Directors Board Composition Subcommittee Minutes

January 7, 2021
1:00 p.m. – 3:00 p.m.

LOCATION: Zoom Meeting

ATTENDEES: Vice Chair Carrie Callahan - Subcommittee *Chair*, Director Brian Butler (left meeting at 2:05 and returned at 2:10 pm), Chair John Euliano, Vice Chair Tony Moreno, Director Dana Patton

STAFF: Bill Dean, Jennifer Cerasa, Karen Cochran, Sarah Drehoff, Lauren Ferguson, Susan Glenn, Chris Meister, Lori Shuff

Welcome & Call to Order

Board Composition Subcommittee Chair, Director Carrie Callahan, called the meeting to order at 1:03 p.m. stating that the meeting was covered under the Florida Sunshine Law and the public and press were invited to attend.

Roll Call & Quorum Confirmation

Roll call was performed, and a quorum was confirmed. Director Callahan asked if the Subcommittee members present had any conflicts of interest to declare regarding the items of business listed on the agenda. No conflicts of interest were declared by the members of the Subcommittee.

Review Meeting Minutes

A motion was made by John Euliano and seconded by Dana Patton to approve the November 4, 2020 Meeting Minutes. The motion passed unanimously.

Open Board Officer Positions FY22

Lauren Ferguson, Director of Foundation Board Relations, reviewed the past five years of elected directors and their previous volunteer service to UCF. Ferguson noted that most referrals for new Elected Directors originated from the UCF Foundation's development staff. Director Callahan inquired if the College of Nursing and College of Engineering have advisory boards in place. Ferguson replied that both units have an Advisory Board. Karen Cochran, Acting Vice President and Acting CEO of the UCF Foundation, noted that the College of Medicine does not have an Advisory Board but was in the process of developing such a volunteer body. The Subcommittee discussed the importance of engaging the academic units in the board recruitment process. Cochran committed to discussing opportunities to engage with the Deans' Council in the future.

Ferguson reviewed the Board Officer terms concluding on June 30, 2021. The Subcommittee discussed potential candidates to step into Board Officer terms beginning July 1, 2021. A list of eligible elected directors was requested for review during the next Subcommittee meeting on March 5, 2021. Ferguson shared the names of Elected Directors that have indicated interest in an officer position. Brian Butler asked if being in the Vice Chair role would put the person in line for

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the Chair role. Ferguson replied that the bylaws do not outline succession from an officer role to the Chair position.

Elected Director Candidates

Ferguson provided a brief overview of the current and pending openings for elected directors. The Subcommittee reviewed biographical information and UCF engagement histories for the presented elected director candidates. The Subcommittee determined next steps for each candidate.

Prospective Committee Members

Ferguson presented a list of candidates for potential assignment to standing committees of the Foundation Board. The Subcommittee discussed each candidate and determined appropriate next steps.

Closing Remarks & Announcements

Director Callahan thanked the members of the Subcommittee for their service. Chair Euliano mentioned the desire for the creation of a philanthropic advisory group, which could also serve as a pipeline for governing board recruitment. Cochran informed the Subcommittee that this suggestion was being reviewed as part of the philanthropic action plan UCF Advancement was preparing for President Cartwright's review.

Public Comment

No requests for public comment were present.

Adjournment

Chair Callahan adjourned the meeting at 2:53p.m.

Respectfully submitted,



Carrie Callahan '92, *Chair*
Board Composition Subcommittee
UCF Foundation, Inc.

Prepared by Lauren Ferguson, Director of Foundation Board Relations

Minutes approved by subcommittee on 3/5/2021.