FINANCE COMMITTEE

Twuanna Munroe Ward, Chair
Kenneth M. Neighbors, Vice Chair

Angela Adderley
W. Rebecca Brown
Hosetta Coleman
John Crossman
Clifton Goins, IV
John Green

Monica Williams Harris
Laurence Humphries
Lenetra King
Freddie Raines
Tirrell Whittley
Finance Committee Meeting

Hyatt Regency Grand Cypress, Orlando Florida

Friday, November 19, 2021 | 8:30 a.m. – 9:45 a.m.

Agenda

I. Call to Order

II. Roll Call

III. Conflict of Interest Disclosure

IV. Approval of Minutes
   a. September 14, 2021, Finance Committee Meeting

V. Status of Action Item - Budget Workshop
   a. Name Changing of Fees

VI. New Business
   a. Unaudited Financial Statements as of September 30, 2021
   b. Budgetary Comparison as of September 30, 2021

VII. Other Items

VIII. Adjournment

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FAMU Foundation Board of Directors

Vision
To be a global leader in the transformation of lives, one scholar at a time.

Mission
We will assist the University in achieving its mission by raising and stewarding contributions through exceptional management, investment, and administration of assets received.
Call to Order and Roll Call
The meeting was called to order at 4 p.m. by Chair Twuanna Munroe Ward. Ms. Angie Wiggins offered the roll call and determined a quorum was present.

Conflict of Interest Disclosure
Chair Munroe Ward requested that committee members disclose any conflict of interest with items on the agenda; none were acknowledged.

Approval of Minutes
May 19, 2021, Finance Committee Meeting
Director Kenneth Neighbors motioned for approval with the noted change to delete Director Lenetra King’s name from being listed in two locations; remove from “Guests Present;” seconded by Director Lenetra King. The motion passed, unanimously.

Status of Action Items – Budget Workshop
a. Three-year Model of Projected Operating Budget
   Director Shawnta Friday-Stroud presented two different scenarios of the projected three-year model for the operating budget.
   - The first budget assumed a five percent annual increase, each year for three years, in endowment administrative and operating fees. These two areas are the main sources of income for the Foundation’s operating budget. She highlighted a couple of additions that were projected for a capital campaign.
• The second budget assumed an average of seven percent investment returns for the endowment administrative and operating fees. Capital campaign projections were referenced.

b. Consider having a Set Contingency Amount
Director Friday-Stroud and Chair Munroe Ward shared the history of these funds. The items listed below followed the discussions.
• Chair Munroe Ward stated that the Committee is requesting more transparency into the cumulative amounts of what was not spent in the budget.
• Director Friday-Stroud presented a budget comparison and identified funds from FY 2019-2020 that went into the contingency funds, and funds from FY 2020-2021 that will be moved into contingency.
• After discussions from Committee members, Chair Munroe Ward advised that this topic will be kept on the “to do list” to monitor the level of contingency reserves with the possibility of setting guidelines around it if the Committee feels that it is getting too low.

c. Consider the need to Raise Fees
Dr. Friday-Stroud shared staff’s recommendation to not raise the fees, considering the Board’s vote a few years ago to reduce the incoming gift fees for gifts over $100K. The motion below followed the Committee’s and staff’s discussion.

Motion: I move to have senior leadership and staff come back with recommendations on changes in the naming of what we call “fees” as well as a recommendation for a special fee for purposes of driving the capital campaign. Consider renaming the overall category of the fees we charge and provide several names for each line item, and then a new line item for special assessment for capital campaign purposes.

Moved By: Director Kenneth Neighbors
Seconded By: Director Monica Williams Harris
The motion passed, unanimously.

New Business
a. Unaudited Financial Statements as of June 30, 2021
b. Budgetary Comparison as of June 30, 2021
The unaudited financial statements and budgetary comparison were included in the meeting materials. Director Friday-Stroud presented the items listed below for fiscal year end/June 30, comparing June 2020 to June 2021, for the unaudited financial statements.
• Statements of Net Position
• Statements of Revenues, Expenses and Changes in Net Position
• Statements of Cash Flows
• Statements of Functional Expenses

Adjournment | Minutes Prepared By
There being no further business to address, the meeting was adjourned at 4:52 p.m. by Chair Twuanna Munroe Ward. Angie Wiggins prepared the minutes.