

**Florida Agricultural and Mechanical University
Board of Trustees**



Special Committee on Athletics

Date: June 7, 2018

Time: 10:30 a.m.

Location: The Grand Ballroom

Committee Members: Kelvin Lawson, Chair
Thomas Dortch, Bettye Grable and Dave Lawrence

AGENDA

- | | | |
|-----|---------------|----------------|
| I. | Call to Order | Trustee Lawson |
| II. | Roll Call | Pamela Zackery |

ACTION

- | | | |
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| III. | Approval of the Minutes | Trustee Lawson |
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INFORMATIONAL ITEMS

- | | | |
|------|-------------------------|------------|
| IV. | Budget Wrap-up for 2018 | Wanda Ford |
| V. | 2019 Budget | Wanda Ford |
| VI. | Compliance Update | John Eason |
| VII. | Adjournment | |



**Florida Agricultural and Mechanical University
Board of Trustees
ACTION ITEM**

Special Committee on Athletics

Date: (Thursday, June 7, 2018)

Agenda Item: III

Item Origination and Authorization				
Policy _____	Award of Bid _____	Budget Amendment _____	Change Order _____	
Resolution _____	Contract _____	Grant _____	Other _____	

Action of Board				
Approved _____	Approved w/ Conditions _____	Disapproved _____	Continued _____	Withdrawn _____

Subject: Approval of the Minutes

Rationale: Section 5.10 of the Board of Trustees Operating Procedures provides that detailed minutes should be kept for any Board or Committee meeting. Those minutes should include a record of votes cast and attendance.

Attachments: Minutes

Recommendation: Approve the March 7, 2018 minutes of the Special Committee on Athletics

Florida A&M University Board of Trustees



Special Committee on Athletics

Meeting Minutes - March 7, 2017

Chair Kelvin Lawson called to meeting to order and Ms. Pamela C. Zackery called the roll. The following trustees were present: *Kelvin Lawson, Thomas Dortch, Bettye Grable, Devin Harrison and David Lawrence.*

Trustee Lawson asked for an approval of the November 29, 2017 committee minutes if there were no corrections. The motion was moved by Thomas Dortch and seconded by David Lawrence, the motion carried and was approved.

Trustee Lawson stated that there were several information items listed that had already been discussed in other committees and he wanted to know if there were any questions or additional information that needed to be shared regarding the following items:

Athletics Deficit Update

AD Eason was out of town on travel, but was able to attend meeting by phone. The Athletics department was \$7.7 million in arrears because they used money that was not appropriated for that use. The University has since paid the deficit off and now there is a re-payment plan effect to pay the University back. Last year the Athletics department ended the year in the black. The re-payment plan will be reviewed every year.

Audit Response – Joint Legislatives Auditing Committee

VP Givens gave the update. He stated that Athletics expenses continue to exceed revenues. This issue will be presented to the BOG meetings at the end of the March, 2018. A letter regarding the debt reduction plan in Athletics initially came up in 2011 and the BOT has discussed the plan in 2013 and 2014 and has taken more aggressive efforts to address the issue. BOT members and the CFO need to review the plan every month and discuss how to effectively deal with it and how to prevent it from ever happening again. The deficit in Athletics has been a 3 year audit finding for FAMU.

Athletics Restructuring Efforts

They have a new spending policy. All athletics spending will be approved by the CFO. The personnel policies will be updated. There have been a number of personnel changes in Athletics and it has caused the department to go in the red because of leave payouts. All current and future employees in Athletics will be trained on the new personnel policies. There will be strict consequences if employees do not follow the set guidelines in the new spending policies. The athletics department will no longer be using Purchasing Cards. AD Eason is in search of one company who can do all of the athletics travel. AD Eason will have an athletics administrator assigned to each sport for the purpose of budgeting and manage approvals for spending. A new compliance officer will be hired for Athletics. Trustee Mills wanted to know who will the new compliance officer reporting to. AD Eason stated that the person will report to the Athletics Director. The BOT would like to recommend that the budget person in Athletics report directly to the CFO, but be stationed in the Athletics office. Also, it was made clear that the funds for the position will come directly from the Athletics budget. The final decision on reporting requirements rest on the University. Trustee Grable suggested to AD Eason that the new athletics newsletter have a mission statement. Also, the newsletter will be produced in-house to cut expenses, emailed and placed on the website. They are trying to reach a younger market for the monthly newsletter distribution.

Boosters Fundraising Strategy

There was not an update given because Tommy Mitchell unable to make the committee meeting.