

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



**Direct Support Organizations Committee Meeting
Wednesday, June 5, 2019
2:15 p.m. – 3 p.m.
FAMU Grand Ballroom**

Committee Members: Thomas Dortch – Chair * Dave Lawrence – Vice Chair
Bettye Grable, Kelvin Lawson, Rochard Moricette

AGENDA

- | | | |
|-----|---------------|----------------------|
| I. | Call to Order | Thomas Dortch, Chair |
| II. | Roll Call | Ms. Angie Wiggins |

ACTION ITEMS

- | | | |
|------|--|---|
| III. | Approval of DSO Committee Meeting Minutes
1. March 6, 2019 | Chair Dortch |
| IV. | Acceptance of DSO Budgets: FY 2019-2020
1. FAMU Foundation, Inc.
2. FAMU National Alumni Association
3. FAMU Rattler Boosters | Dr. Shawnta Friday-Stroud
Vice President
University Advancement |
| V. | Approval of New DSO Board Member
1. FAMU Foundation Board of Directors
a. Student Government Association Representative | Dr. Friday-Stroud |

INFORMATIONAL ITEMS

- | | | |
|-------|---|-------------------|
| VI. | Update on Divisional Activities
1. FY 2018-19 University Advancement Updates
2. DSO Updates
A. FAMU Foundation, Inc.
B. National Alumni Association
C. FAMU Rattler Boosters | Dr. Friday-Stroud |
| VII. | New Business | Chair Dortch |
| VIII. | Adjournment | Chair Dortch |

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



ACTION ITEM

**Direct Support Organizations Committee
Wednesday, June 5, 2019
Agenda Item: III. 1.**

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Approved ____ Approved w/ Conditions ____ Disapproved ____ Continued ____ Withdrawn ____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 DSO Committee Meeting Minutes (March 6, 2019)**

Rationale: In accordance with the Florida Statutes, a governmental body shall prepare and keep minutes or make a tape recording of each open meeting of the body.

Attachment: DSO Committee Meeting Minutes (March 6, 2019)

Recommendation: Approve the minutes of the March 6, 2019, DSO Committee Meeting.

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



Direct Support Organizations (DSO) Committee Meeting Minutes
Wednesday, March 6, 2019

Trustee Thomas Dortch, Chair

The meeting was called to order at 10:28AM by Committee Chair Thomas Dortch. Ms. Angie Wiggins called the roll, and the following Committee members participated: Trustees Bettye Grable; David Jackson, III; Dave Lawrence; and Kelvin Lawson.

- **Approval of June 6, 2018, and August 9, 2018, DSO Committee Meeting Minutes:**
Trustee Lawson motioned for approval. Trustee Grable seconded the motion; approved unanimously by the committee.
- **Acceptance of the Revised FAMU Foundation Bylaws:**
The FAMU Foundation Bylaws were revised in accordance with the implementation of DSO Policy changes and modifications to the FAMU Foundation's organizational structure pursuant to requirements set forth in Florida Senate Bill 4. The FAMU Foundation Board approved the revisions to the Foundation Bylaws. Trustee Lawson motioned for approval. Trustee Jackson seconded the motion; approved unanimously by the Committee.
- **Approval of the Revised FY 2018-19 FAMU Foundation Budget:**
The FAMU Board of Trustees voted to approve a 9 percent increase and 15 percent bonus for President Larry Robinson. The vote occurred in December of 2018; pending approval/modification to the FAMU Foundation FY 2018-19 Budget. The FAMU Foundation Board has approved the revision to the Budget. Trustee Lawson motioned for approval. Trustee Grable seconded the motion; approved unanimously by the Committee.
- **Approval of Proposed Amended University Regulation 11.001 Requirements for Certification, Budget & Audit Review (DSOs):**
The purpose of this request is to amend Regulation 11.001, to comply with the amendment of Section 1004.28, Florida Statutes (March 2018), which revised the Universities' oversight of direct support organizations including Board appointments and establishment of procurement, construction and acquisition thresholds. Trustee Lawson motioned for approval. Trustee Grable seconded the motion; approved unanimously by the Committee.
- **Dr. Shawnta Friday-Stroud provided updates on Divisional Activities:**
 1. **Fundraising Updates**
 - Total giving as of March 4, 2019, is at \$8.79M; compared to \$3M this time last year.
 - New cash gifts total \$3M; compared to \$2.4M this time last year.
 - Pledge collections are at \$5.28M; compared to appx. \$300,000 this time last year.
 - New pledges are at \$485,000; compared to appx. \$272,000 this time last year.
 - Staff was introduced as well as plans to strengthen the infrastructure in preparation for a forthcoming FAMU Capital Campaign. Staff was advised to provide more focus on corporate giving.

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



2. DSO Updates:

- **FAMU Foundation, Inc.**
 - The FAMU Foundation Spring Board Meeting is May 15-17 in Birmingham, AL, in conjunction with the 2019 FAMU NAA National Convention.
 - The FAMU Medical Marijuana Education initiative for Minority Communities has moved into the FAMU Foundation Building.
 - December 2018, there was a decline and a loss to the investment portfolio of \$11.4M. As of February 26, 2019, the funds have been recouped and back up to \$124M.

- **FAMU National Alumni Association (NAA)**
 - Events:
 - February 9-10: Southern Region Conference - Atlanta, GA.
 - February 16: Polk County Alumni Chapter's Scholarship Gala - Lakeland, FL.
 - March 9-10: Jazz in the Gardens - Miami, FL.
 - April 18: FAMU Day at the Capitol - Tallahassee, FL.
 - May 16-19: 2019 FAMU NAA National Convention - Birmingham, AL.

- **Florida A&M University Rattler Boosters, Inc.**
 - The Boosters played a key role in raising funds to help support Athletics last year.
 - They made a \$323,000 Boosters Mock Check presentation during Homecoming 2018.
 - Surpassed their regular membership and life member goals; working to create an endowment.
 - They are working on several fundraising initiatives to provide additional support to Athletics.

There being no further business, the meeting adjourned 11:10AM.

Thomas Dortch, Committee Chair

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



ACTION ITEM

**Direct Support Organizations Committee
Wednesday, June 5, 2019
Agenda Item: IV. 1.**

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: **Acceptance of DSO Budget: FAMU Foundation, Inc.**

Rationale: The DSO Budgets are submitted for acceptance in accordance with FAMU Board of Trustees Policy Number 2018-01.

The DSO shall submit an annual operating budget, which has been approved by the DSO's governing board and by the President and submitted to the Board for approval. The budget shall be submitted no later than sixty (60) days after the first day of the fiscal year for which the budget pertains.

Attachment: Foundation Operating Budget (see attachment)

Recommendation: Acceptance of the FAMU Foundation Operating Budget

FAMU FOUNDATION, INC.
PROPOSED OPERATING BUDGET FOR FISCAL YEAR 2019-2020

	2019-2020 PROPOSED*	2018-2019	
		BUDGET	ACTUAL
REVENUE AND SUPPORT			
Operating Revenue	\$2,469,619	\$2,355,051	\$2,334,945
<i>Endowment Administrative Fees and Operating Fees</i>	<i>\$2,108,619</i>	<i>\$1,879,051</i>	<i>\$1,879,051</i>
<i>Incoming Gifts Fees [7%, 5% or 3%]</i>	<i>\$300,000</i>	<i>\$400,000</i>	<i>\$409,831</i>
<i>Administrative Fees on Miscellaneous Revenue (7%)</i>	<i>\$55,000</i>	<i>\$70,000</i>	<i>\$41,705</i>
<i>Administrative Fees on Disbursements [\$2.50]</i>	<i>\$6,000</i>	<i>\$6,000</i>	<i>\$4,358</i>
License Tags Revenue	\$450,000	\$450,000	\$340,339
Rents and Fees 625 East Tennessee Street	\$60,000	\$75,000	\$34,450
Contingency Revenue	\$40,000	\$75,000	\$0
TOTAL REVENUE AND SUPPORT	\$3,019,619	\$2,955,051	\$2,709,734

EXPENDITURES

Foundation Operations

Staff Salaries and Benefits	\$725,000	\$725,000	\$533,336
Contractual Services	\$25,000	\$25,000	\$18,526
General Counsel and Legal Services	\$60,000	\$50,000	\$25,000
Auditing and Accounting Services	\$75,000	\$100,000	\$32,500
Foundation Board Support	\$90,000	\$90,000	\$78,015
Travel, Registration, Training and Seminars	\$50,000	\$30,000	\$12,644
Memberships and Subscriptions	\$5,000	\$5,000	\$2,315
Insurance	\$30,000	\$22,000	\$16,863
Janitorial Services	\$30,000	\$30,000	\$22,050
Office Security Monitoring	\$12,000	\$10,000	\$7,713
Office Utilities	\$50,000	\$50,000	\$30,052
Pest Control	\$4,000	\$4,000	\$1,080
Grounds Maintenance	\$14,000	\$12,000	\$7,325
Software Maintenance	\$70,000	\$50,000	\$42,421
Telephone	\$2,500	\$2,500	\$0
Office Equipment/Furniture	\$20,000	\$10,645	\$4,210
Materials, Printing & Postage	\$20,000	\$20,000	\$7,824
625 E TN Street Renovations	\$100,000	\$100,000	\$72,388
Bank Fees	\$5,000	\$5,000	\$1,812
Donor Outreach Support and Other	\$30,000	\$25,000	\$23,555
Operating Contingency	\$12,171	\$12,171	\$0
Transportation Maintenance	\$2,500	\$0	\$0
Total Foundation Operations	\$1,432,171	\$1,378,316	\$939,629

FAMU FOUNDATION, INC.
PROPOSED OPERATING BUDGET FOR FISCAL YEAR 2019-2020

	2019-2020 PROPOSED*	2018-2019	
		BUDGET	ACTUAL
Office of University Advancement			
Advancement Operations/Development Support	\$80,000	\$80,000	\$80,000
Fundraising Activities [75% License Tags Revenue]	\$337,500	\$337,500	\$255,254
Total Office of University Advancement	\$417,500	\$417,500	\$335,254
University Support			
University President Compensation	\$388,562	\$336,500	\$332,011
University President Performance Bonus	\$0	\$57,750	\$57,750
Office of the President	\$100,000	\$100,000	\$100,000
University Auxiliary Support	\$298,485	\$298,485	\$298,485
Board of Trustees Assessment	\$36,000	\$36,000	\$36,000
Board of Governors Assessment	\$14,000	\$14,000	\$12,777
Lobbying Expenses	\$70,000	\$70,000	\$70,000
University Stadium Support	\$0	\$0	\$0
License Tags Scholarships [25% License Tags Revenue]	\$112,500	\$112,500	\$85,085
Athletics Salary Support	\$134,000	\$134,000	\$134,000
University Executive Support	\$16,401	\$0	\$0
Total University Support	\$1,169,948	\$1,159,235	\$1,126,108
TOTAL EXPENDITURES	\$3,019,619	\$2,955,051	\$2,400,991
REVENUE LESS EXPENDITURES	\$0	\$0	\$308,743

*Fiscal Year 2019-2020 Operating Budget approved by FAMU Foundation Board of Directors on May 17, 2019.

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



**ACTION ITEM
Direct Support Organizations Committee
Wednesday, June 5, 2019
Agenda Item: IV. 2.**

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: **Acceptance of DSO Budget: FAMU National Alumni Association (NAA)**

Rationale: The DSO Budgets are submitted for acceptance in accordance with FAMU Board of Trustees Policy Number 2018-01.

The DSO shall submit an annual operating budget, which has been approved by the DSO's governing board and by the President and submitted to the Board for approval. The budget shall be submitted no later than sixty (60) days after the first day of the fiscal year for which the budget pertains.

Attachment: FAMU NAA Budget (see attachment)

Recommendation: Acceptance of the FAMU NAA Budget

2019-2020 Budget Requests

***Executive Board Approved
3/20/2019***

<u>Budget Requestor</u>	<u>Budget Request 2017-2018</u>	<u>Budgeted 2017-2018</u>	<u>Actuals 2017-2018*</u>	<u>Budget Request 2018-2019</u>	<u>Budgeted 2018-2019</u>	<u>Actuals 2018-2019*</u>	<u>Budget Request 2019-2020</u>
Alumni Village	-	-	-	-	-	-	-
Austin, Texas Alumni Chapter							2,000.00
Distinguished Alumni Awards	20,000.00	12,000.00		20,000.00	12,000.00	-	-
Endowed Retention Scholarship	-	300,000.00	65,671.12	-	250,000.00	79,504.10	-
Farwest Region	-	-	-	-	-	-	43,750.00
Farwest Region Member-At-Large							175.00
Financial Aid & Scholarship Committee	150,000.00			52,600.00	52,600.00	53,821.00	80,000.00
Florida Region	-	-	-	-	-	-	-
Fundraising Committee*	11,200.00			11,310.00	10,000.00	-	
Governmental Relations Committee	12,050.00				12,050.00	-	15,000.00
History Book	22,400.00	22,400.00	480.00		22,400.00	-	-
Houston Chapter	-	-	-	-	-	-	-
Legacy Banquet				17,895.00	-	-	-
Media & Technology Committee	9,000.00	10,000.00			10,000.00	454.00	10,000.00
Membership Committee	14,381.50	23,000.00		15,000.00	23,000.00	7,212.22	11,856.50
Northeast Region							1,000.00
Public Relations Committee	-	-	-	-	-	-	-
Recruitment Committee	70,000.00	10,000.00		70,000.00	10,000.00	-	15,000.00
Retention Committee	-	-	-	-	-	-	-
Student National Alumni Association	-	3,816.00			3,816.00	-	-
TOTAL	309,031.50	381,216.00	66,151.12	186,805.00	405,866.00	140,991.32	178,781.50
*Includes all Fundraising Committee Requests							

Budget Revenue 2019

**Executive Board Approved
3/20/2019**

			2018-2019	Unaudited	2018-2019	2019-2020	
REVENUE CATEGORIES		FUND	BUDGET	Actual	Variance	BUDGET	NOTES
			1/31/2018	1/31/2019	1/31/2019	3/14/2019	
1000-Operating Income							
1010	Regular & Associates Memberships	211	100,000	\$37,164.56	(62,835)	100,000	2,000 members @ \$50. Note that the Committee recommends raising the National dues from \$35 to \$50 in order to support paying professional staff to take on the work that previously was handled by FAMU dedicated Office of Alumni Affairs employees.
1020	Life Endowment Earnings	198	79,653	\$79,653.00	-	82,000	Note that the Committee recommends taking all interest earned from the Life Membership Endowment Account each year to place into operations. This is a departure from the previous agreement reached at the Las Vegas Annual Meeting was to take the Lesser of two values : Either (5.5% Variable Interest Rate - 1% Administrative Charge) * (Average Balance of Life Membership Endowment for the previous fiscal year) OR Life Members x \$35 as per Las Vegas Membership Meeting Agreement.
1145	Fundraising & Miscellaneous Activities	211	24,700	\$14,655.00	(10,045)	8,000	
1145.1	Church Day Revenue	1335	-			-	
1145.2	FAMU Day at the Capitol Registrations (100@\$10)	211	3,000		(3,000)	1,000	100 Participant Registrations @\$10 each
1145.3	Insurance Quote Revenue	211	10,000	\$4,830.00	(5,170)	9,000	Geico
1145.4	5th Quarter Classic	211	-			-	
1145.5	FAMU NAA Cruise	211	-			24,000	
Total Operating Income			217,353	136,303	(81,050)	224,000	
1100-Restricted Income - Other Revenue							
1120	New Life Members	197	56,250	\$47,600.00	(8,650)	56,250	75 members @ \$750
1120.1	Life Endowment Investment Earnings	198	-			-	
1140	Contributions (Chapters, Alumni, and Individual)	211	5,000	\$988.00	(4,012)	1,000	
1141	Contributions - Chapters Liability Insurance	211	-			22,692	Each chapter will pay their porated share for liability insurance
1150	Contributions (NAA Million Dollar Campaign Endowment)	1404	-			1,000	
1160	Endowed Scholarship Fund Earnings (Million Dollars Campaign Earnings)	1405	9,107	3,387	(5,720)	13,000	(5.5% Variable Interest Rate - 2% Administrative Charge) * (Average Balance of Million Dollar Endowment for the previous fiscal year).
1161	NAA Retention Scholarship	1894	250,000	40,796	(209,204)	75,000	Individuals and Chapters to write checks directly to the FAMU NAA for this purpose at the FAMU NAA Fundraising Breakfast event in order to reach this goal.
BAND	Marching 100 to the Rose Bowl & Beyond (NAA)	210	15,000	\$4,600.00	(10,400)	-	Restricted for Band Program - Rose Bown & Beyond
FAMUFIRST	FAMU First (NAA)	2033	50,000	4,165		50,000	Restricted for Football Program
	NAA Contributions to University - Clearing	2041	10,000		(10,000)	2,000	Restricted for University Programs
1200	History Book	211	22,400		(22,400)	-	
1360	Contributions (Corporate)	211	20,000		(20,000)	20,000	GEICO & Other
Total Restricted Income - Other Revenue			437,757	101,537	(290,385)	240,942	
1200-Restricted Income - Scholarships							
1210	Restricted Scholarships	204	50,000	\$99,058.93	49,059	100,000	Chapters & Ind. (3 Yr Running Average)
1220	Unrestricted Scholarships	206	3,000	\$1,126.13	(1,874)	8,600	Alumni and Individuals
Total Restricted Income - Scholarships			53,000		47,185	108,600	
Restricted Income - Distinguished Alumni Awards Gala		202	20,000	\$750.00	(19,250)	20,000	200 Participants @ \$100.00 each
1300-Restricted Income - Annual General Meeting/May		213	99,800		(99,800)	90,000	
Total Projected Revenue/Other Source			827,910	238,589	(443,301)	683,542	

Budget Expenditures 2019

Executive Board Approved

3/20/2019

			2018-2019	Unaudited	2018-2019	2018-2019	2019-2020	
	EXPENDITURES CATEGORIES	FUND	BUDGET	Actual	Variance	BUDGET		NOTES
			1/31/2018	1/31/2019	1/31/2019	3/14/2019		
Line Item	2000- Operating Expense - Alumni Operations							
2004	NAA Printing	211	600.00	108.46	491.54	250.00		
2009	Media and Technology Committee	211	10,000.00	454.27	9,545.73	10,000.00		Online Database and all internet service charges (e.g. GoDaddy, Constant Contact, domains)
2010	Annual NAA Audit/990 Report	211	12,500.00	9,000.00	3,500.00	10,000.00		
2013	Membership Packets (Pins, etc.)	211	20,000.00	7,264.87	12,735.13	12,000.00		Regular & Life Membership
2021	Travel - Executive Board Annual Meeting	211	9,800.00	929.90	8,870.10	9,800.00		National Officers (8 Elected officers+6 Appointed officers)*700
2022	Travel - Alumni Affairs/University Office / NAA Annual Meeting	211	2,000.00		2,000.00	2,000.00		Two representatives from OAA (travel and hotel expense)
2023	Travel - President Special Meeting & Events	211	10,000.00	9,448.94	551.06	20,000.00		For president, or his/her designated rep. per EB approval
2024	NAA Teleconferences/Phone	211	1,800.00		1,800.00	-		12*150 per month
2025	NAA Homecoming	211	6,000.00	4,300.00	1,700.00	5,000.00		
2025.1	Regional and Chapter Support - Alumni Village	211	-		-	-		GEICO Sponsored Hospitality
2025.2	Regional and Chapter Support	211	-		-	2,000.00		GEICO Sponsored Hospitality
2025.3	Hospitality - Alumni, Supporters and Friends - Florida Classic	211	10,000.00	8,420.00	1,580.00	10,000.00		GEICO Sponsored Hospitality
2025.4	Hospitality - Alumni, Supporters and Friends	211	523.00	350.00	173.00	350.00		GEICO Sponsored Hospitality
2026	Governmental Affairs Committee - BOG & BOT Meeting Travel	211	6,050.00		6,050.00	9,000.00		GAC Budget
2028	Check Charges / Bank Fee / Merchant Fee	211	3,000.00	665.53	2,334.47	3,000.00		
2029	NAA Document Update	211	-		-	-		
2030	New Student Preview (Fall & Spring)	211	200.00		200.00	-		Spring Preview Door Prizes
2031	State Licenses	211	75.00		75.00	75.00		Secretary of State Division of Corporations Annual Report
2032	NAA President's Expense Account	211	1,000.00		1,000.00	1,000.00		
2039	NAA Membership Committee Expenses	211	3,000.00		3,000.00	3,000.00		
2039.1	Scholarship Committee	211	2,600.00	3,820.61	(1,220.61)	4,000.00		
2040	NAA Publicity Expenses/Gala, Reception, Meetings, etc.	211	8,000.00	6,581.44	1,418.56	7,000.00		
2040.1	Governmental Affairs Committee - FAMU Day @ Capitol	211	6,000.00		6,000.00	6,000.00		GAC Budget
2042	Fundraising Committee	211	10,000.00		10,000.00	8,000.00		
2042.1	Church Day	1335	-		-	-		
2044	NAA Contingencies (Contract Services, etc.)	211	500.00			500.00		
2049	NAA Postage	211	500.00		500.00	500.00		
2050	NAA Liability Insurance -Liability & Financial Officer's Bonding	211	3,000.00		3,000.00	22,692.00		
5000	Election - 2018 Election	211	10,000.00	13,748.75	(3,748.75)	-		Survey Ballots
3050	Student NAA Chapter	211	3,816.00		3,816.00	-		2019 National Convention Assistance
3050.1	Student Recruitment	211	10,000.00		10,000.00	15,000.00		
7000	History Book	211	22,400.00		22,400.00	-		
6000	NAA Fiscal Operations Staff	211	57,289.00	1,387.00	55,902.00	43,525.00		
	Total Operating Expenses		230,653.00	66,479.77	163,673.23	204,692.00		
	Contributions to University							
3010	NAA Scholarships	211	50,000.00	50,000.00	-	50,000		NAA Scholarships monies to come from operating & scholarship accounts
3010	NAA Chapter Scholarships	204	50,000.00		50,000.00	100,000		
3010	NAA Scholarships	202	-		-	20,000		Net profit from DAA
3020	NAA Scholarships	206	-		-	8,600		NAA Scholarship Committee Awards to First Time In College FAMU Students. 0206 Unrestricted Disbursements.
3040	Endowed Scholarship	1405	-		-	-		Student Retention Scholarships
3050	NAA Scholarship - Retention	1894	250,000.00		250,000.00	75,000		Student Retention Scholarships
3030	Contributions to the University	206	-	15,684.63	(15,684.63)	-		
3030	Contributions to the University	211	7,000.00	\$113,750.00	(106,750.00)	1,000		
3030	Contributions to University	1404	-	\$3,400.00	(3,400.00)	1,000		
BAND	Marching 100 to the Rose Bowl & Beyond (NAA)	210	15,000.00	4,600.00	10,400.00	-		

Budget Expenditures 2019

Executive Board Approved

3/20/2019

			2018-2019	Unaudited	2018-2019	2019-2020	
	<u>EXPENDITURES CATEGORIES</u>	<u>FUND</u>	<u>BUDGET</u>	<u>Actual</u>	<u>Variance</u>	<u>BUDGET</u>	<u>NOTES</u>
			1/31/2018	1/31/2019	1/31/2019	3/14/2019	
FAMUFIRST	FAMU First (NAA)	2033	50,000.00	4,165.28	45,834.72	50,000	
CLEARING	NAA Contributions to University - Clearing	2041	10,000.00	365.00	9,635.00	2,000	
	Total Contributions to University		432,000.00	191,964.91	240,035.09	307,600.00	
Convention	Annual General Meeting/May - Restricted	213	87,900.00	2,219.44	85,680.56	90,000.00	
DAA	Distinguished Alumni Awards Gala (DAAG) - Restricted	202	12,000.00	750.00	11,250.00	12,000.00	
	Total Restricted Contributions to NAA Endowment/Restricted Accounts						
	National Alumni Life Membership	197	56,250.00		56,250.00	56,250	We account for the same revenue amount on the Revenue side because we have to restrict these monies and deposit them in the Alumni Endowed account and not expend any principal dollars.
	Million Dollars Campaign Earnings	1405	9,107.00		9,107.00	13,000	We account for the same revenue amount on the Revenue side because we have to restrict these monies and deposit them in the Alumni Endowed account and not expend any principal dollars.
	Total Restricted Contributions to NAA Endowment/Restricted Accounts		65,357.00	-	65,357.00	69,250.00	
	Total Projected Expenditures/Contributions		827,910.00	261,414.12	565,995.88	683,542.00	
	Total Projected Revenue/Other Source		827,910.00	238,589.38	(443,300.84)	683,542.00	
	Total Projected Expenditures/Contributions		827,910.00	261,414.12	565,995.88	(683,542.00)	
	Revenue/Other Source Less Expenditures/Contributions		-	(22,824.74)	122,695.04	-	
	Gregory L. Clark						
	President, National Alumni Association						
	Angelia Williams, Recording Secretary						
	Lynette Jones, Treasurer						
	Karla Johnson-Harris, Financial Secretary						
	Reginald J. Mitchell, Sr., Budget Committee Chair						

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



ACTION ITEM

**Direct Support Organizations Committee
Wednesday, June 5, 2019
Agenda Item: IV. 3.**

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: **Acceptance of DSO Budget: FAMU Rattler Boosters**

Rationale: The DSO Budgets are submitted for acceptance in accordance with FAMU Board of Trustees Policy Number 2018-01.

The DSO shall submit an annual operating budget, which has been approved by the DSO's governing board and by the President and submitted to the Board for approval. The budget shall be submitted no later than sixty (60) days after the first day of the fiscal year for which the budget pertains.

Attachment: FAMU Rattler Boosters Budget (see attachment)

Recommendation: Acceptance of the FAMU Rattler Boosters Budget

FLORIDA A&M UNIVERSITY
RATTLER BOOSTERS, INC.

PROPOSED BUDGET FOR FISCAL YEAR 2019-2020

Category Description	FY 2018-2019 Actual	FY 2018-2019 Budget	FY 2019-2020 Budget
Revenue:			
410050 Gifts - Alumni			
Homecoming Campaign	\$ 18,488.09	\$ 37,391.00	\$ 26,000.00
Football Coaches Headset	\$ 3,430.00		\$ 5,000.00
FAMU Relays	\$ -		
410055 Alumni / Chapters	\$ -		
410100 Individual / Friends			
Homecoming Campaign	\$ 5,928.61	\$ 12,609.00	\$ 12,000.00
410110 Corporations	\$ 133.33		
410115 Foundations	\$ -		
410120 Organizations	\$ -		
410150 Membership Income	\$ -		
424000 Membership Dues			
Regular Membership	\$ 15,486.67	\$ 39,700.00	\$ 16,000.00
425000 Dues Pledges			
Life Membership	\$ 26,250.00	\$ 26,287.00	\$ 33,000.00
Subscribing Life	\$ 7,161.61	\$ 7,500.00	\$ 8,000.00
427000 Miscellaneous Income			\$ 4,410.00
Football Kickoff Luncheon	\$ 11,075.00	\$ 10,300.00	\$ 32,000.00
Sale of Mdse (Polo & Tee Shirts, Etc.)	\$ 4,754.67		
722000 Transfer from Restricted Fund	\$ (3,701.81)		
Total Revenue	\$ 89,006.17	\$ 133,787.00	\$ 136,410.00

**FLORIDA A&M UNIVERSITY
RATTLER BOOSTERS, INC.**

PROPOSED BUDGET FOR FISCAL YEAR 2019-2020

Category Description	FY 2018-2019 Actual	FY 2018-2019 Budget	FY 2019-2020 Budget
Operating Expenses:			
500150 Contract Services	\$ 1,333.33	\$ 4,000.00	
500160 Legal and Accounting			
Audit Expenses	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
500195 Administrative Charges - Misc.		\$ 150.00	
500200 Administrative Charges -Gift Fees			
500220 Travel and Meetings			
Athletic Department Costs	\$ 6,712.65	\$ 9,427.00	\$ 6,913.00
Boosters Costs	\$ 3,968.76	\$ 5,573.00	\$ 4,087.00
500230 Materials and Supplies	\$ 6,538.66	\$ 6,470.00	\$ 6,600.00
500260 Entertainment and Dinners	\$ -	\$ -	\$ -
Football Kickoff Luncheon - Event Costs a)	\$ 8,625.81	\$ 10,300.00	\$ 18,025.00
Football Kickoff Luncheon - Trf to Ath Dept. b)	\$ 2,449.19		\$ 13,975.00
Athletic Department Costs	\$ 7,783.14	\$ 6,913.00	\$ 15,083.00
Boosters Costs	\$ 4,601.67	\$ 4,087.00	\$ 8,917.00
500270 Repairs and Maintenance			
500280 Postage	\$ 53.33		\$ 60.00
500320 Taxes and Licenses			
500340 Printing	\$ 1,114.83		\$ 1,200.00
500370 Rent Expense	\$ 142.67		\$ 150.00
500380 Advertising	\$ 2,833.33		\$ 3,000.00
500410 Education Training / Seminar			
500440 Bank Service Charge	\$ 345.74	\$ 263.00	\$ 400.00
500900 Miscellaneous Expense			
Athletic Costs	\$ 11,040.70		\$ 15,000.00
Booster Costs	\$ -	\$ -	\$ -
712000 Transfer to Restricted Fund	\$ -	\$ -	
Transfer to Life Membership Endowment	\$ 26,234.00	\$ 31,604.00	\$ 35,000.00
Trf to Ath Dept. from Homecoming Campaign		\$ 50,000.00	\$ 3,000.00
722000 Transfer from Restricted Funds			
Total Expenses	\$ 88,777.81	\$ 133,787.00	\$ 136,410.00
TOTAL	\$ 228.36	\$ -	\$ -

a) This is the anticipated cost of the Football Kickoff Luncheon

b) This is the difference between the anticipated revenue and cost of the Football Kickoff Luncheon (or Net Profit).

We plan to transfer the Net Profit to the Athletic Department for its discretionary use.

Florida Agricultural and Mechanical University
Board of Trustees



ACTION ITEM

Direct Support Organizations Committee

Wednesday, June 5, 2019

Agenda Item: V. 1. a.

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 New DSO Board Member**
1. FAMU Foundation Board of Directors
a. Student Government Association Representative
Election of Ms. Taylor Hall
Recommended by the Student Body President

Rationale: This action item is submitted for approval in accordance with FAMU Board of Trustees Policy Number 2018-01, III., D., 4. - Provide that the Board shall approve all appointments, including elected board members, to any DSO board.

The FAMU Foundation By-Laws (...Section 6 Designated Ex-Officio Membership) stipulates that,

The Directors shall include among their members the persons who hold the following positions: A Faculty representative from the Faculty Senate recommended by the President after consultation with the Faculty Senate Chairperson and a current Student Government Association (SGA) representative or student representative who is not serving on the Board of Trustees. They shall be considered members of the Foundation and shall have voting rights.

These individuals will serve a term of one-year commencing immediately following appointment and continuing through the meeting closest to the end of one year. These directors must sign and adhere to the Minimum Participation Standards for Ex-Officio Membership and must adhere to the Code of Ethics and Standards of Conduct set forth by the board. These directors may be re-elected for an additional term after showing a desire for continued membership in writing. These members must adhere to all provisions of the Bylaws, except as specifically provided elsewhere in the Bylaws.

Attachment: Bio

Recommendation: Approve the recommendation for the New DSO Board Member.

Florida Agricultural and Mechanical University Board of Trustees



Miss Taylor Alexandria Hall is currently a Junior Political Science Student with a minor in Broadcast Journalism. Since stepping foot on the hill she has been a FAMU leader, currently serving as a Junior Senator and chair of the Organization and Finance Committee in the Student Government Association. She is an active member of Pinky Promise FAMU and a member of the University Legislative Advisory Council. She also served as Miss Phi Beta Sigma for the “HARD” Alpha Eta Chapter of Phi Beta Sigma Fraternity Incorporated where she has proudly done so for two years. She is the President of the FAMU College Democrats, and is a proud member of The Melodic Stepping Experience Incorporated. Her service endeavors include campus clean ups and mentoring incoming freshman as a peer mentor in the First Year Experience Peer Mentor Program. Taylor is committed to the betterment of her hometown, Tallahassee Florida, and as a result serves as a Leon County Schools Volunteer and Tallahassee Hero. She is the founder of God Given Crowns which is an empowerment brand that was created to inspire both young men and women to know and understand that their true crown is God given.

In alignment with her major, Taylor also serves as the Campus Liaison for the American-Israel Public Affairs Committee where she educates students on the importance of strengthening the U.S.-Israel Relationship.

Her plans are to graduate Magna Cum Laude with her B.S. in Political Science with a minor in Broadcast Journalism. Immediately after she plans to teach in a low-income urban area in the United States and following teaching for two years Taylor plans on pursuing a post-secondary education, obtaining her law degree, and she plans to later run for public office.

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



INFORMATIONAL ITEMS

**Direct Support Organizations Committee
Wednesday, March 6, 2019
Agenda Item: VI.**

Subject: Update on Divisional Activities

Summary: Update on Divisional Activities:

1. FY 2018-19 University Advancement Updates
2. DSO Updates
 - A. FAMU Foundation, Inc.
 - B. National Alumni Association
 - C. Florida A&M University Rattler Boosters, Inc.

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



Direct Support Organizations Committee

VI. Update on Divisional Activities

1. FY 2018-19 University Advancement Updates

Fundraising Updates:

- Total giving as of May 17, 2019, is at \$9,645,099.24, compared to \$3,776,510.83, on May 17, 2018.
 - New Cash Gifts - \$3,793,607 (5/17/18 - \$3,128,254.85)
 - Pledge Collections - \$5,373,876.43 (5/17/18 - \$392,848.21)
 - Pledges - \$477,615.51 (5/17/18 - \$255,407.81)

- Top 3 Largest Giver Categories
 - Alumni - \$1.571M
 - Corporations - \$1.007M
 - Friends - \$696K

2. DSO Updates:

A. FAMU Foundation, Inc.

- The Spring 2019 FAMU Foundation Board of Directors Meeting was held on May 16-17 in Birmingham, Alabama, in conjunction with the 2019 FAMU NAA Annual Convention.
 - The Board received an update on the state of the University from President Larry Robinson; Division of University Advancement update from Dr. Shawnta Friday-Stroud; recruitment and “acceptance letter” presentation from Dr. William Hudson and Mr. Augustus Mitchell; presentation on a FAMU Charitable Planned Giving Program; and, presentations by Board Chair Jemal Gibson on his mission and expectations, and highlights from his Board Assessment Survey.
- The Fall 2019 Board Meeting will be held on November 21-23 in Orlando, Florida.
- The FAMU Foundation is anticipating scheduling a Board Retreat this year.
- The Spring 2020 Board Meeting will be held on May 20-21 in Atlanta, Georgia.
- As of March 31, the Investment Portfolio balance is \$125,346,528. The Endowment balance is \$94,996,875.
- The FAMU Foundation Board approved its FY 2019-2020 proposed Budget.

B. FAMU National Alumni Association (NAA)

- The FAMU NAA was focused on “Saluting the Past and Striking into the Future” at its 2019 Annual Convention in Birmingham, AL, on May 16-19.
 - Nearly 400 alumni and friends united to raise more than \$457,000 in support of much needed scholarships, and FAMU Athletic program enhancements.

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



- Rattlers were educated and enlightened on topics ranging from new recruitment and admission standards, strides in FAMU Athletics, and programming visions among our deans in various colleges and schools.
- BOT Chair Kelvin Lawson, Vice Chair Kimberly Moore, Trustees Thomas Dortch and Robert Woody attended the Convention. In his state of the University address, President Robinson urged alumni to continue their financial support to help our students succeed academically. He also rendered the Oath of Office to Colonel Gregory Clark for his 2nd term as NAA President.
- The NAA honored 16 outstanding Alumni during the Distinguished Alumni Awards Black Tie Gala in categories of: athletics, community service, business, technology, law, education, and government. Honorees were the following:
 - Angela Bledsoe, Posthumous
 - Keisha Lance Bottoms
 - Howard Burton
 - Otis Cliatt
 - Milton Corley
 - Shawnta Friday-Stroud
 - Oliver Gilbert
 - Henry Lawrence
 - Layla McCall Stafford
 - Yolanda Pinkard
 - John Pugh
 - Rodney Smith
 - Phyllis Taite
 - Natalie White
 - Harry Williams
 - William Youmans
- The FAMU NAA Executive Board approved their FY 2019-2020 proposed Budget.

C. Florida A&M University Rattler Boosters, Inc.

- Several members of the FAMU Rattler Boosters Board were present at the FAMU NAA Annual Convention in Birmingham, AL.
 - Board members attended the Town Hall Workshop on Athletics that included President Robinson, BOT Chair Lawson, and Athletic Director John Eason.
 - The FAMU Rattler Boosters Board approved their FY 2019-2020 proposed Budget.
 - The FAMU Rattler Boosters is working with University Advancement and the Athletics Department on the \$1M Athletics Big Push Weekend, June 14-16, 2019, to raise money for scholarships, facility enhancement, and the nutrition program.

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



**Direct Support Organizations Committee
Wednesday, June 5, 2019
Agenda Item: VII.**

VII. New Business