

**Minutes
Coastal Carolina University
Board of Trustees**

**Finance, Planning & Facilities Committee
E. Craig Wall Jr. Board Room
May 9, 2019**

Members of the

Committees Present: Ms. Natasha M. Hanna, Mr. D. Wyatt Henderson, Ms. Sherry I. Johnson, Mr. William L. Lyles Jr., Dr. Oran P. Smith, Mr. Eugene C. Spivey, and Mr. H. Delan Stevens

Member of the

Committee Not Present: Mr. William E. Turner III

Other Board Members

Mr. John H. Bartell Jr., Mr. William S. Biggs, Mr. Dalton B. Floyd Jr., Mr. Carlos C. Johnson, Mr. Charles E. Lewis, Mr. Daniel W. R. Moore Sr., Mr. George E. Mullen, Mr. Patrick S. Sparks, and Dr. Samuel J. Swad

Others Present:

Ms. Sandra Baldrige-Adrian, Ms. Katherine M. Brooks, Ms. Susan Butcher, Dr. Brian Bunton, Dr. J. Ralph Byington, Ms. Nedy Campbell, Mr. Joshua M. Chesson, Dr. Debbie C. Conner, Ms. Julianne H. Cooke, Ms. Amanda E. Craddock, Dr. Melvin D. Davis, Dr. David A. DeCenzo, Dr. Daniel J. Ennis, Mr. Samuel H. Frink, Mr. David A. Frost, Ms. Lindsay M. Glass, Ms. Kasey D. Harrington, Mr. Stephen K. Harrison, Mr. Matthew L. Hogue, Dr. Sara N. Hottinger, Ms. Martha S. Hunn, Dr. Edward Jadallah, Dr. Gregory L. Krippel, Mr. Timothy E. Meacham, Mr. Travis E. Overton, Ms. Jennifer Packard, Dr. Barbara A. Ritter, Mr. David Roper, Dr. Renée J. Smith, Ms. V. Chyrel Stalvey, Mr. Gregory T. Thompson, Mr. David Yancey, and Dr. Robert Young

(In accordance with the requirements of the South Carolina Freedom of Information Act, the news media were notified of the time, location, and agenda for the meeting. Ms. Katie Powell of the Horry Independent and Erin Edwards of WMBF TV were in attendance.)

Chairman Wyatt Henderson brought the Finance, Planning, and Facilities Committee to order at 10:17 a.m.

Natasha Hanna moved to approve the February 21, 2019 Finance, Planning, and Facilities Committee minutes. Oran Smith seconded, and the motion carried.

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Because the budget has not been approved, Chief Financial Officer/Vice President David Frost was asked to review the working proposed budget as a preview but not include it in the minutes as it will most likely change.

There will be a Finance, Planning, and Facilities Committee meeting after the budget is approved in Columbia, no later than June 15. The Board will receive the proposed budget at least 72 hours before the meeting in order to have time to review it. If possible, Chairman Biggs asked all trustees to come to campus for the meeting.

Henderson would like to see a report on the \$1.157M strategic initiatives to ascertain if they are profitable and an analysis of the renovation reserve account before the budget is approved. He feels that the University should cap the renovation reserve account for a certain number of years.

Mullen cautioned that we not outprice ourselves with out-of-state students. It was noted that Associate Provost for Admissions & Merit Awards Amanda Craddock carefully watches out-of-state pricing.

The following lease renewals were reviewed and voted on.

- **Oran Smith moved to approve renewal of a one-year lease with Horry-Georgetown Technical College, for the term July 1, 2019 through June 30, 2020, for three classrooms and three faculty offices in the Speir Building at the HGTC Grand Strand campus at an annual cost of \$750 annually. Rent to include all utilities, security, maintenance, custodial and telecommunication costs (Motion 19-20). George Mullen seconded, the motion carried.**
- **Sherry Johnson made a motion to renew a one-year lease, for the term July 1, 2019 through June 30, 2020, to the Small Business Development Center of Winthrop University for \$3,000 per year (Motion 19-21). Gene Spivey seconded. The motion passed.**
- **Spivey moved to approve a one-year lease of 3,250 square feet of space in Litchfield Landing for the term July 1, 2019 through June 30, 2020 for OLLI Program for classroom space and office space. Cost of the lease is \$48,750 (\$15.00 per square foot) (Motion 19-22). Sherry Johnson seconded. The motion passed.**
- **Spivey moved to approve a one-year lease of 2,965 square feet of space in Litchfield Landing for the term July 1, 2019 through June 30, 2020 for three large classroom spaces for OLLI Program. Cost of the lease is \$44,475 (\$15.00 per square foot) (Motion 19-23). Sherry Johnson seconded, and the motion carried.**
- **Spivey moved to approve a one-year lease of 1,300 square feet of space in Litchfield Landing for the term July 1, 2019 through June 30, 2020 for classroom space for OLLI**

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Program. Cost of the lease is \$19,500 (\$15.00 per square foot) (Motion 19-24). Smith seconded. The motion passed.

- **Smith made a motion to approve a one-year lease, renewable for four more years, with Fountain-Fuller of SC, L.L.C. for +/- 14,160 square feet of warehouse space at the Atlantic Center (444 Century Circle) effective September 1, 2019 through August 31, 2020. The cost of this lease is \$58,784 (\$4.15 per square foot) (Motion 19-25). Spivey seconded. The motion carried.**
- **Spivey moved to approve a one-year lease, renewable for four more years, with Fountain-Fuller of SC, L.L.C., for +/- 7,500 square feet of office space at the Atlantic Center (450 Century Circle Suite A) effective September 1, 2019 through August 31, 2020. The cost of this lease is \$65,775 (\$8.77 per square foot) (Motion 19-26). Sherry Johnson seconded, and the motion carried.**
- **Spivey made a motion to approve a one-year lease, renewable for four more years, with Fountain-Fuller of SC, L.L.C., for +/- 5,000 square feet of office space at the Atlantic Center (450 Century Circle Suite B) effective September 1, 2019 through August 31, 2020. The cost of this lease is \$34,350 (\$6.87 per square foot) (Motion 19-27). Smith seconded, and the motion passed.**
- **Spivey moved to approve a one-year lease, renewable for four more years, with Fountain-Fuller of SC, L.L.C., for +/- 2,500 square feet of office space at the Atlantic Center (450 Century Circle Suite C) effective September 1, 2019 through August 31, 2020. The cost of this lease is \$18,725 (\$7.49 per square foot) (Motion 19-28). Smith seconded, and the motion carried.**
- **Spivey made a motion to approve a one-year lease, renewable for five more consecutive years, from the CCU Student Housing Foundation, an affiliate of Coastal Carolina University, for the real property designated as a portion of Parcel 9 and a portion of Parcel 38, containing in the aggregate 26.71 acres. The lease will be effective July 1, 2019 through June 30, 2020 at a cost of \$1.00 (Motion 19-29). Sherry Johnson seconded; the motion passed.**
- **Smith moved to approve a renewal of one-year sublease, (currently operating under Article 17 holdover provision as tenant at will) for the term December 1, 2019 through November 30, 2020, to the 15th Circuit Drug Enforcement Unit relating to the building located at 901-909 Front Street, Georgetown, South Carolina for \$1.00 per month. Sub-tenant to pay utility and related costs (Motion 19-30). Spivey seconded; the motion carried.**

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As there was no further business, Smith moved to adjourned. Spivey seconded. The motion passed.

Respectfully submitted,

V. Chyrel Stalvey

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Recorder

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