



**Finance and Administration Committee
September 28, 2021**

MINUTES

MEMBERS PRESENT: Chair Brad Hayes, Betsy Oakley, Linda Sloan

MEMBER ABSENT WITH NOTICE: Mae Douglas, Tim Rice

OTHERS PRESENT: Chancellor Frank Gilliam; Bob Shea, Vice Chancellor for Finance and Administration; Paul Forte, Interim Associate Vice Chancellor for Finance; Scott Milman, Associate Vice Chancellor for Campus Enterprises and Real Estate; Sameer Kapileshwari, Associate Vice Chancellor for Facilities; Jeanne Madorin, Associate Vice Chancellor for Human Resources; Mark McKinney, Director of Institutional Risk Management; Don Skeen, Director of Internal Audit; Waiyi Tse, Chief of Staff; Karen McCormick, Executive Assistant to the Vice Chancellor of Finance and Administration; Kelly Harris, Assistant Secretary to the Board of Trustees; and other members of faculty, staff, and the general public.

PROCEEDINGS:

Chair Brad Hayes called the meeting to order at 12:00 pm. He acknowledged and thanked prior Chair David Sprinkle for his years of service to the Committee.

Hayes reminded committee members of the Conflict of Interest (COI) statement from the State Government Ethics Act and their duty to avoid COI and appearances of COI, if any should be identified. None were identified.

Roll call was read, and a quorum was confirmed.

On roll call vote, the minutes from the March 16, 2021, FAC meeting were unanimously approved without additions or corrections.

Welcome/Overview

Vice Chancellor Bob Shea introduced two new members of the Finance and Administration team: Paul Forte, Associate Vice Chancellor for Finance has joined the team for an 18-to-24-month term, and Amanda (Mandy) Nash is our new Assistant Controller for Operations. Shea also commented that the overall university finances are very stable.

Action Items

FAC-1 Approval of Capital Improvement Project – McIver Deck Elevator Replacement

Vice Chancellor Sameer Kapileswari reviewed the McIver Deck Elevator Replacement project with the Committee. On May 22, 2019, the Board of Governors delegated authorization of capital improvement projects designed, constructed, and operated by non-general fund moneys, with a total project of up to \$750,000 to the Board of Trustees. The cost of the McIver Deck Elevator Replacement project is under this threshold at \$611,899.

This project will repair elevators deemed at high risk. These elevators are becoming increasingly difficult to maintain. This project will restore proper long-term function to the two (2) hydraulic McIver Parking Deck elevators. Scope is to update/replace components of the existing elevators to provide proper function. Elevators are original to the building and after 23 years need updating and modernization.

Hayes invited a motion to approve this capital improvement project in the amount of \$611,899. Trustee Linda Sloan made the motion, which was seconded by Trustee Betsy Oakley. On roll call vote, the motion carried unanimously.

FAC-2 Three College Observatory Ground Lease & Nature Preserve Dedication

Associate Vice Chancellor Scott Milman reviewed with the Committee a request for a ground lease for the Three College Observatory in rural Alamance County. The UNCG Physics and Astronomy Program oversees the Observatory and desires to keep the surrounding property (approximately 60 acres of forest, subject to survey) undeveloped and “dark” to optimize use of the observatory telescope. In addition, the University desires to have the property (State-owned and allocated to UNCG) monitored routinely for trespassing, encroachments, and other illegal activities, and Alamance County desires to utilize the undeveloped portion of the property to construct hiking trails connecting to the adjacent Cane Creek Mountains Natural Area. Phase I of this area opened to the public in 2020.

Alamance County has agreed to lease the undeveloped portion of the property under a 30-year lease (maximum term allowed by the State) at a cost of \$1 per year for this purpose in exchange for surveying the property, marking the boundaries, routinely monitoring the property for rules enforcement, and managing it for conservation and passive recreational purposes under an approved management plan. The University proposes the cost of the lease to a local government entity at a rate below market value justified by the exchange for property management and monitoring services.

Following discussion, Hayes invited a motion to approve the disposition by ground lease of approximately 60 acres of real property, excepting the developed areas, located at 5106 Thompson Mill Road, Graham, Alamance County, NC to Alamance County for a period of 30 years, in consideration for \$1.00 per year.

Trustee Linda Sloan made the motion, which was seconded by Trustee Betsy Oakley. On roll call vote, the motion carried unanimously.

Information Items

FAC-3 Facilities Design and Construction Project Update

FAC-4 Quarterly Enrollment and Tuition Dashboard

FAC-5 University Investment Fund (UIF) Board Update (July 2021)

FAC-6 Annual Report on Property Purchased and/or Leased for the Prior Year

Four informational items were included with the trustees' pre-meeting materials. Discussion was had around the funds needed to complete the projects contained in agenda item FAC-3, benchmarking related to the UIF update, and the status of the Taylor Theatre project and associated potential funding opportunities.

Following that discussion, Hayes thanked Vice Chancellor Shea's team for their work on behalf of the university during challenging times. Chancellor Gilliam echoed that sentiment.

There being no further business before the Committee, the meeting was adjourned at 12:41 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kelly Harris".

Kelly Harris

Assistant Secretary to the Board of Trustees