



Finance and Administration Committee  
October 10, 2023

**DRAFT MINUTES**

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**MEMBERS PRESENT:** George Hoyle, Acting Chair; Anita Bachmann, Oita Coleman, Tim Sessoms

**MEMBERS ABSENT WITH NOTICE:** Tim Rice

**OTHERS PRESENT:** Chancellor Frank Gilliam; Provost Debbie Storrs; 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; Zach Smith, Assistant Vice Chancellor for Enterprise and Risk Management; Jerry Blakemore, Vice Chancellor for Institutional Integrity and General Counsel; Waiyi Tse, Chief of Staff; Kammy Jefferson, 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:**

Acting Chair George Hoyle called the meeting to order at 9:16 a.m. He 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.

The minutes of the August 15, 2023 meeting were unanimously approved without additions or corrections.

**Welcome/Overview**

Vice Chancellor Bob Shea gave an update acknowledging the work of the accounting staff, who completed two audits by their deadlines despite being short staffed. Shea also updated the board on upcoming leadership changes within his division. AVC for Finance Paul Forte will be retiring in early 2024. Scott Milman will become the AVC for Finance and Real Estate. Zach Smith will become the AVC for Campus Enterprises and Risk Management, and Police Chief Eric Boyce will take over Emergency Management. These changes will begin January 1, and be fully effective by spring. They are all in alignment with the Chancellor's call for Innovation and Reinvention.

## Action Items

### *FAC-1 Increase in Authority Request: Cone Art Building Lighting and Controls Replacement Phases 2 and 3*

Associate Vice Chancellor Sameer Kapileshwari presented agenda item FAC-1, a request for administrative authority to move forward with a request to the Board of Governors for an increase in authority of \$392,000 for Phases 2 and 3 of the Cone Art Building Lighting and Controls Replacement project. The building's lighting infrastructure, including the dimming controls and track systems, is obsolete and damaged. The scope of the project includes replacing lighting fixtures, controls, and new gallery ceiling areas and window shades. Phase 1 was completed a few years ago; the remaining galleries must be updated in Phases 2 and 3.

On December 15, 2021, the Board of Governors of The University of North Carolina System approved the 2021-2022 Capital R&R Allocation for Maintenance Repair and Renovation Projects. \$861,750 was allocated to the Cone Art Building Lighting and Controls Replacement Phases 2 and 3 Project. As part of the Frankenthaler Climate Initiative, the Weatherspoon Art Museum applied and was approved for a \$100,000 grant from the Helen Frankenthaler Foundation, Inc. on July 22, 2021, to supplement the project and complete the desired scope of upgrades.

Increased authorization in the amount of \$392,000 is needed to account for escalation and inflation to complete the full intended scope of work in all galleries during one intended shutdown period available to the Museum in the summer of 2024. With the increase, the total project cost will be \$1,353,750. This total project cost is based on the Design Development estimate provided by our selected designer, SKA Consulting Engineers, Inc. The remaining funding comprises \$340,000 from the Chancellor's Strategic Investment Fund and \$52,000 from the Weatherspoon Art Museum.

at the November 15-16, 2023 meeting, thereby increasing the total project authority from \$961,750 to \$1,353,750 to renovate the Cone Art Building Lighting & Controls Replacement Phases 2 and 3.

Following discussion, Trustee Anita Bachmann made a motion to approve the request to move forward to the Board of Governors at the November 15-16, 2023 meeting for increased authority in the amount of \$392,000 for the Cone Art Building Lighting and Controls Replacement project, Phases 2 and 3. Trustee Oita Coleman seconded. The motion was carried unanimously.

## Information Items

### *FAC-2 Update on Jefferson Suites Stucco Replacement Emergency Project FAC-3 UNCG Facilities Design and Construction Update*

Two information items were included in the committee members' pre-meeting materials. There were no questions or comments about those items.

There being no further business, the meeting was adjourned at 9:45 am.

Respectfully submitted,

Kelly Harris

Assistant Secretary to the Board of Trustees