



Finance and Administration Committee

February 20, 2024

**DRAFT** MINUTES

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**MEMBERS PRESENT:** Tim Rice, Chair, Anita Bachman, Oita Coleman, Tim Sessoms

**MEMBERS ABSENT WITH NOTICE:** George Hoyle

**OTHERS PRESENT:** Mae Douglas, Board of Trustees Vice Chair; Chancellor Frank Gilliam; Provost Debbie Storrs; Bob Shea, Vice Chancellor for Finance and Administration; Jerry Blakemore, Vice Chancellor for Institutional Integrity and General Counsel; Paul Forte, Interim Associate Vice Chancellor for Finance; Scott Milman, Associate Vice Chancellor for Finance and Real Estate; Sameer Kapileshwari, Associate Vice Chancellor for Facilities; Jeanne Madorin, Associate Vice Chancellor for Human Resources; Zach Smith Associate Vice Chancellor for Campus Enterprises and Risk Management; Waiyi Tse, Chief of Staff; Ghazala Bibi, University Controller; Michele Laudenbacher, Budget Director; Kelly Harris, Assistant Secretary to the Board of Trustees; Kammy Jefferson, Assistant to the VC for Finance and Administration; and other members of faculty, staff, and the general public.

## **PROCEEDINGS:**

Chair Tim Rice called the meeting to order at 8:30 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 October 10, 2023, Committee meeting were approved without additions or corrections.

## **Welcome/Overview**

Vice Chancellor Shea introduced Sameer Kapileshwari, Association Vice Chancellor for Facilities, who presented information regarding deferred maintenance challenges and escalating construction costs. The Committee also heard about construction market volatility, challenges related to the labor pool shortage, and the status of recently bid UNCG projects.

## **Action Items**

### *FAC-1 Acceptance of Completed Projects in Fiscal Year 2022-23*

Kapileshwari presented information regarding the following projects completed in Fiscal Year 2022-23, which require formal acceptance by the Board of Trustees pursuant to delegated authority.

#### **Coleman 332 Coaches Suite Alterations**

Project implemented the final design schedule from the renderings provided in the 646 Coleman Renderings project to create an entrance with card access for Men's and Women's basketball spaces, clearly separate from the men's and women's office spaces with separate entrances, create a new reception area for each space and upgrade the overall aesthetics of the basketball office suites (332 and 305Z).

Project Cost: \$476,000

#### **MHRA-ORE Office Suite Arrangement and Maximization**

This project's scope included more efficient space usage for the Office of Research and Engagement. The spaces in the scope included Rooms 3605, 3608, 3711, and 3712. This project accomplished the space efficiency by installing cubicles and rearranging existing workstations. Project Cost: \$300,000

#### **Music Building Roof Replacement (Recoating)**

The existing roof was a Stevens Hi-Tuff/EP wholly adhered roofing system installed when the building was constructed. In 2013, the roof started to fail, and RPM Geoguard Coating was applied with an anticipated life of 10-12 years. This coating started to fail, and the building began to experience roof leaks. This project's scope was to resolve roof leaks by recoating or replacing existing failing roof systems.

Project Cost: \$791,063

#### **Walker Deck Elevator Modernization**

This project was initiated through the Elevator Facility Condition Assessment and Modernization. The project aimed to restore proper long-term function to the Parking Deck's elevator.

Project Cost: \$332,800

#### **Woman's College Tribute Sculpture- Stone Building**

This project was proposed and built as a public art sculpture surrounded by a brick sitting area and walkway. The sculpture was placed on the corner of the Stone Building near the pedestrian walkway. Standing behind the sculpture and viewing through, one would look at the McIver statue.

Project Cost: \$300,700

In addition, over twenty projects under \$300,000 and over \$5,000 were completed in the fiscal year 2022-23, along with several studies, budget requests, and reviews.

Following discussion, Chair Rice invited a motion moved to approve the acceptance of completed projects

in Fiscal Year 2022-2023. Trustee Bachmann made the motion, which was seconded by Trustee Coleman. The motion carried unanimously.

## **Information Items**

*FAC-2 Facilities Design and Construction Update*

*FAC-3 Report on Chancellor Approval of Non-Appropriated Capital Improvement Projects between \$100,000 and \$500,000*

*FAC-4 Annual Report on Property Purchased and/or Leased July 1, 2022 through June 30, 2023*

Four information items were included in the committee members' pre-meeting materials and discussed during the meeting. An update on current design and construction projects. since the last Committee meeting was reviewed, as was an informational report on projects approved by the Chancellor pursuant to delegated authority. Those projects included the water Intrusion Repairs for the Walker Ave. parking deck, replacement of the Moore Strong Residence Hall generator, and exterior wall repair for Moran Commons. The meeting closed with a review of real property transactions that took place during fiscal year 2022-23. UNCG did not acquire any properties during the reporting period.

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

Respectfully submitted,

Kelly Harris  
Assistant Secretary to the Board of Trustees