



Finance and Administration Committee  
April 9, 2024

**DRAFT** MINUTES

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**MEMBERS PRESENT:** Tim Rice, Chair; Anita Bachman, Oita Coleman, Mae Douglas, George Hoyle, Tim Sessoms

**OTHERS PRESENT:** Chancellor Frank Gilliam; Bob Shea, Vice Chancellor for Finance and Administration; Jerry Blakemore, Vice Chancellor for Institutional Integrity and General Counsel; Scott Milman, Associate Vice Chancellor for Finance and Real Estate; Dave Friedman, FDC Director; 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 Vice Chancellor for Finance and Administration.

**PROCEEDINGS**

Chair Tim Rice called the meeting to order at 8:30 a.m.

Chair Rice 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 February 20, 2024, Committee meeting were approved without additions or corrections.

**Vice Chancellor's Welcome/Overview**

Vice Chancellor Shea introduced Dave Friedman, Director of Facilities, Design, and Construction, who attended the meeting for Sameer Kapileshwari, Associate Vice Chancellor for Facilities. Kapileshwari was attending an environmental conference.

**Action Items**

*FAC-1 New Capital Project: Weatherspoon Art Museum Center for Art and Human Understanding*

Director Dave Friedman presented agenda item FAC-1, a request for approval of a capital improvement project in the amount of \$1.7M for the Weatherspoon Art Museum Center for Art and Human and Understanding.

The project will renovate roughly 3,200 square feet of first-floor galleries, storage, and transition spaces to create the Center. Thanks to \$1.7M in donor funds, the Center will consist of a new reception area, collections storage, and a flexible object-study gallery that will be used by museum curators as well as faculty, students, and museum interns. The Center will provide ready access to the museum's internationally renowned collection of 6,500 works of art through a purpose-designed space for teaching, learning, and research. It will dramatically increase the collection's usefulness for academic engagement, community engagement, and student wellness. The Center aims to transform teaching with art, making the museum a greater asset for student success. It will serve as a national model for its innovative programs and engagement with the greater community.

Following discussion, Chair Rice invited a motion to approve the project as presented. Trustee Bachmann made the motion, which was seconded by Trustee Coleman. The motion carried unanimously.

#### *FAC-2 Increased Authority Request to the Board of Governors-Taylor Theatre Infrastructure Renovation*

The Taylor Theatre building, which opened in 1967, needs comprehensive rehabilitation to meet programming needs and extend its duration of service. The project's primary focus is the replacement of obsolete mechanical, electrical, and plumbing infrastructure to support minimal operational requirements. A small building addition and renovation to the existing courtyard is required to house the new mechanical units which will not fit within the existing space, and the existing roof structure can only support them with significant structural alteration. Alternates include ADA upgrades to the theatre seating and accessibility, replacing door hardware throughout to be accessible, fire alarm upgrades, and a new life safety generator.

The North Carolina Department of Administration State Construction Office completed and approved the project design on November 08, 2023; construction bids opened on December 19, 2023. The lowest of (3) bids exceeded the available budget and base bid design estimate by more than 35%.

The request for increased authority addresses the anticipated shortfall to address the most acute building deficiencies and preferred alternates and enable a rebid as soon as possible, targeted for Summer 2024. The building occupants have already moved out in anticipation of the previous construction start, and further delays will continue to impact the academic programming. Mechanical equipment has also been procured early to support the original schedule and reduce further escalation. Based on extended conversations with the design team and general contractors who previously bid on the project, the requested increase of \$4,000,000 will enable the opportunity for a successful rebid and raise the current authorization from \$10,504,664 to a total project budget of \$14,504,664.

Following discussion, Chair Rice invited a motion to approve the request. Trustee Bachmann made the motion, which was seconded by Trustee Sessoms. The motion carried unanimously.

*FAC-3 New Capital Project: 525 Tate Street Renovation*

Friedman presented agenda item FAC-3, a request for approval of a capital improvement project for the 525 Tate Street Renovation Project, pursuant to the Board's delegated authority to approve capital improvement projects designed, constructed, and operated by non-general fund money with a total project cost of up to \$750,000.

The cost of the project is \$630,000. A modest renovation of the 5,350 square-foot structure at 525 Tate Street is required to support the relocation of two academic program uses displaced by the razing of the existing 842 Gate City Boulevard structure, which is being cleared for construction of the Jeanne Tannenbaum Center for Creative Practice. The renovation project includes minimum construction to establish program zones, modification of utilities to accommodate the new use and plan layout, and creation of code-compliant accessible restrooms. This project will obtain professional services for the design and construction renovation.

Following discussion, Chair Rice invited a motion to approve the project. Trustee Bachmann made the motion, which was seconded by Trustee Coleman. The motion carried unanimously.

**Information Items**

*FAC-4 All Funds Budget FY 2025 Preview*

As a precursor to his presentation at the April 11, 2024 meeting of the full Board of Trustees, Vice Chancellor Shea gave an overview of the proposed All Funds Budget for fiscal year 2025.

*FAC-5 Facilities Design and Construction Update*

Friedman gave an update on the status of current design and construction projects.

**Adjourn**

There being no further business, the meeting was adjourned at 9:12 am.

Respectfully submitted,

Kelly Harris  
Assistant Secretary to the Board of Trustees