



February Meeting Minutes

Northwest Florida State College

Feb 21, 2023 at 3:00 PM CST

@ Aviation Center of Excellence, 3152 Airport Road, Crestview, FL 32539

Attendance

Trustees:

Charlotte Flynt, Graham Fountain, Lori Kelley (Chair), Don Litke, Tanner Peacock, Jon Ward, Rudy Wright (Vice Chair)

NWFSC President:

Devin Stephenson

Board Attorney:

Hayward Dykes

NWFSC Faculty/Staff:

Chris Abadia, Cole Allen, Pauline Anderson, Sandy Arteaga, Tony Borella, Bryan Brooks, Kevin Brown, Olivia Danner, Doris Fowler, Lisa Haddorff, Cristie Kedroski, Charlotte Kuss, Roberta Mackey, Jeff McGill, Tanner McKnight, Aaron Murray, Chris Nida, Deidre Price, Sam Renfroe, Ramsey Ross, Whitney Rutherford, Dana Stephens, Chris Stowers, Melissa Wolf, Mike Ostrander

II. Board of Trustees

[Board of Trustees Agenda Cover Page.pdf](#)

A. Call to Order - 3:17 p.m.

B. Approval of Agenda

Motion: The Governing Board approves the Agenda, as presented.

Motion moved by Graham Fountain and motion seconded by Charlotte Flynt.

Vote for: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

C. Public Comments

D. Old Business

E. New Business

1. Consent Agenda

Motion: The Board of Trustees approved the Consent Agenda, as presented.

Motion moved by Charlitte Flynt and motion seconded by Rudy Wright. Vote for: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

a. Regular Meeting Minutes

 [01.17.23 BOT Minutes DRAFT.docx](#)

b. Personnel Agenda

 [Personnel Agenda Memorandum.docx](#)
 [Personnel Agenda Supporting Materials BOT.xlsx](#)

2. Action Items

a. Upcoming Strategic Plan: Mission, Vision, and Guiding Principles
(Presenters: Devin Stephenson)
 [Mission, Vision, and Guiding Principles Memorandum.docx](#)
 [Mission, Vision, and Guiding Principles.pdf](#)

Motion: The Board of Trustees approves Northwest Florida State College's Mission, Vision, and Guiding Principles, as presented.

Motion moved by Jon Ward and motion seconded by Don Litke.

Vote for: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

b. Deletion of Courses Not Taught in Five Years (Presenters: Deidre Price)

 [Deletion of Courses Not Taught in Five Years Memorandum.docx](#)
 [Deletion of Courses Not Taught in Five Years Supporting Materials.docx](#)

Motion: The Board of Trustees approves deletion of courses not taught in five years, as presented.

Motion moved by Charlotte Flynt and motion seconded by Jon Ward. Vote for: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

c. Sikes Center Lease (Presenters: Whitney Rutherford)

 [Sikes Center Lease Memorandum.docx](#)
 [District Office Lease.pdf](#)

Motion: The Board of Trustees approves the enclosed lease to house Congressman Gaetz's District Office at the Sikes Center, as presented. Further, the Board of Trustees authorizes the President to sign the lease, direct College employees to complete any necessary work to lease the space, and take any other actions necessary to effectuate the terms stated in the lease.

Motion moved by Graham Fountain and motion seconded by Don Litke. Vote for: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

d. Board Policy Manual Preface (Presenters: Whitney Rutherford)

 [Board Policy Manual Preface Memorandum.docx](#)

 [Board Policy Manual Preface Supporting Materials.docx](#)

Motion: The Board of Trustees approves the revised preface to the Board Policy Manual, as presented.

Motion moved by Charlotte Flynt and motion seconded by Jon Ward. Vote for: Flynt, Kelley, Litke, Peacock, Ward, Wright
Absent: Fountain

- e. Purchases over \$325,000 (Presenters: Tanner McKnight)

 [Purchases over \\$325,000 Memorandum.docx](#)

 [Purchases over \\$325,000 Supporting Materials.xlsx](#)

Motion: The Board of Trustees approves the listed purchases of more than \$325,000, as presented.

Motion moved by Don Litke and motion seconded by Tanner Peacock. Vote for: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

- f. NWFSC Foundation - AFC/April Leake Endowment (Presenters: Chris Stowers)

 [NWFSC Foundation AFC/April Leake Endowment Memorandum.docx](#)


 [NWFSC Foundation - AFC/April Leake Endowment Supporting Materials.pdf](#)

Motion: The Board of Trustees approves the AFC/April Leake Scholarship Endowment, as presented.


Motion moved by Charlotte Flynt and motion seconded by Graham Fountain. Vote for: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

3. Informational/Discussion Items

- a. Aviation Center of Excellence Presentation (Presenters: Dr. Jeff McGill, Director Chris Abadia)
- b. Forthcoming Recommendation of A.S. Degree Program Closures in Fine and Performing Arts (Presenters: Deidre Price)















 [Forthcoming Recommendation of A.S. Degree Program Closures in Fine and Performing Arts Memorandum.docx](#)

- c. South Walton Center Facilities Expansion Update (Presenters: Whitney Rutherford)

 [South Walton Center Facilities Expansion Update Memorandum - February 2023.docx](#)

 [South Walton Expansion Timeline.docx](#)

 [Seacoast-NWFSC Existing Bldg. Lease 2021-2023.pdf](#)

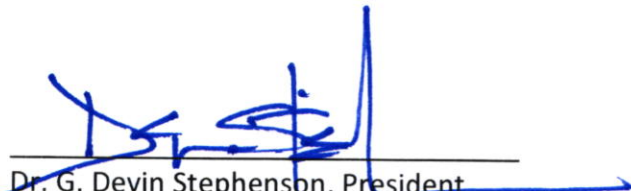
- d. Student Housing Update (Presenters: Whitney Rutherford)
 [Student Housing Update Memorandum.docx](#)
- e. Chautauqua Center Partnership Opportunity (Presenters: Kevin Brown)
 [Chautauqua Center Partnership Opportunity Memorandum.docx](#)
- f. Legal Claims Listing (Presenters: Whitney Rutherford)
 [Legal Claims Listing Memorandum.docx](#)
 [Legal Claims Listing Supporting Materials.xlsx](#)
- g. Grants Development Listing (Presenters: Cristie Kedroski)
 [Grants Development Listing Memorandum.docx](#)
 [Grants Development Listing Supporting Materials.pdf](#)
- h. Solicitations Progress Listing and Item(s) for Review (Presenters: Tanner McKnight)
 [Solicitations Progress Listing and Item\(s\) for Review Memorandum.docx](#)
 [Solicitations Progress Listing and Item\(s\) for Review Supporting Materials.xlsx](#)
- i. Financial Report (Presenters: Tanner McKnight)
 [Financial Report Memorandum.docx](#)
 [Financial Report Memorandum Supporting Materials.pdf](#)
- j. Purchasing Expenditures over \$65,000 Not Requiring Board Approval (Presenters: Tanner McKnight)
 [Purchases over \\$65,000 Not Requiring Board Approval Memorandum.docx](#)
 [Purchases over \\$65,000 Not Requiring Board Approval Supporting Materials.xlsx](#)
- k. Trustee Liaison Report - Foundation (Presenters: Don Litke)
 [Trustee Liaison Report Memorandum.docx](#)
 [Trustee Liaison Report Supporting Materials.pdf](#)
- l. Board Self-Assessment Review (Presenters: Lori Kelley)
 Chair Kelley shared the results of the bi-annual Board Self-Assessment.
- m. Chair's Comments (Presenters: Lori Kelley)
 Chair Kelley addressed no longer having "around the room" during meetings.
- n. President's Report (Presenters: Devin Stephenson)

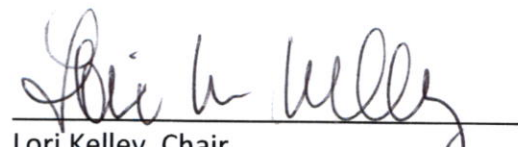
Dr. Stephenson shared highlights of recent College activities and events. He also shared that Sam Refroe will be leaving NWFSC and wished him well.

III. Announcements

 [Announcements.docx](#)

IV. Adjourn - 5:32 p.m.



Dr. G. Devin Stephenson, President
Northwest Florida State College
and Corporate Secretary

Lori Kelley, Chair
Board of Trustees
Northwest Florida State College

Please be advised that if any person decides to appeal any decisions made by the Board of Trustees with respect to any matter considered at the above referenced meeting, a record of such proceedings will be needed, and for such purposes, it may be necessary to ensure the verbatim record of such proceedings.





South Walton Expansion Committee Meeting

Minutes

Northwest Florida State College
 Feb 23, 2023 at 3:30 PM CST
 @ Raider Central, Building 400, Room 308, Niceville Campus, 100 College Blvd E,
 Niceville, FL 32578

Attendance

Trustees:

Charlotte Flynt (Committee Chair), Tanner Peacock, Rudy Wright, Lori Kelley (ex officio)

NWFSC President:

Devin Stephenson

Board Attorney:

Hayward Dykes

NWFSC Faculty/Staff:

Olivia Danner, Cristie Kedroski, Tanner McKnight, Deidre Price, Whitney Rutherford, Melissa Wolf

I. Call to Order - 3:32 p.m.

II. Agenda

A. MOU and Final Plans Milestone (Presenters: Whitney Rutherford)

 [Memorandum of Understanding and Final Plans Milestone.docx](#)

 [Seacoast-NWFSC Updated MOU Draft 1.6.23.docx](#)

 [South Walton Expansion Final Schematic Design - Final.pdf](#)

 [Seacoast Lease-MOU with Exhibits 2.16.23.pdf](#)

 [Progress of Site for Building.pdf](#)

 [South Walton Expansion Timeline.docx](#)

Motion: The Committee approves and recommends to the Board of Trustees identifying the Premises as approximately 3 acres of Northwest Florida State College property adjacent to the existing facilities. The Premises shall include the property necessary to build the SCHS Classroom Building, new NWFSC Building, Accelerator, new parking, and property necessary for improvements to service all new facilities constructed under this Lease, including but not limited to storm water retention.


Motion moved by Tanner Peacock and motion seconded by Rudy Wright. Vote
for: Flynn, Peacock, Wright

III. Next Steps

A. Schedule Next Meeting

IV. Public Comments

V. Adjourn - 4:59 p.m.



Dr. G. Devin Stephenson, President
Northwest Florida State College
and Corporate Secretary



Lori Kelley, Chair
Board of Trustees
Northwest Florida State College

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