

10-12-2018

## Board of Trustees Minutes, October 12, 2018

Coastal Carolina University

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**Minutes**  
**Coastal Carolina University**  
**Board of Trustees**

**E. Craig Wall Jr. Board Room**  
**October 12, 2018**

**Presiding:** Chairman William S. Biggs

**Board Members Present:**

Mr. John H. Bartell Jr.  
Ms. Natasha M. Hanna  
Mr. D. Wyatt Henderson  
Mr. Carlos C. Johnson  
Mr. Charles E. Lewis  
Mr. William L. Lyles Jr.  
Dr. Samuel J. Swad  
Mr. Daniel W. R. Moore Sr.  
Mr. George E. Mullen  
Mr. Patrick S. Sparks  
Mr. Eugene C. Spivey  
Mr. H. Delan Stevens  
Dr. Samuel J. Swad  
Mr. William E. Turner III

**Board Members Not Present:**

Dr. Oran P. Smith

**Others Present:**

Ms. Sandra Baldrige-Adrian  
Ms. Katherine M. Brooks  
Ms. Susan M. Butcher  
Dr. J. Ralph Byington  
Ms. Nedy Campbell  
Mr. Joshua M. Chesson  
Ms. Julianne H. Cooke  
Ms. Amanda E. Craddock

Dr. Melvin D. Davis  
Dr. David A. DeCenzo  
Dr. Darla J. Domke-Damonte  
Dr. Daniel J. Ennis  
Mr. Samuel H. Frink  
Mr. David A. Frost  
Ms. Kasey D. Harrington  
Mr. Stephen K. Harrison  
Mr. Matthew L. Hogue  
Dr. Sara N. Hottinger  
Ms. Jennifer H. Hughes  
Ms. Martha S. Hunn  
Dr. Edward Jadallah  
Ms. Robyn A. Jones  
Dr. Gregory L. Krippel  
Mr. Timothy E. Meacham  
Mr. Travis E. Overton  
Ms. Jennifer Packard  
Mr. William M. Plate Jr.  
Dr. Barbara A. Ritter  
Dr. Michael H. Roberts  
Ms. Olga Shabeka  
Dr. Reneé Smith  
Ms. V. Chyrel Stalvey  
Mr. Gregory T. Thompson  
Mr. Stovall Witte  
Mr. David Yancey

(In accordance with the requirements of the South Carolina Freedom of Information Act, the news media were notified of the time, location, and agenda for the meeting. Katie Powell of the Horry Independent was in attendance.)

Chairman Bill Biggs brought the Board of Trustees meeting to order at 11:35 a.m. Samuel Frink offered an invocation.

**Board of Trustees Meeting  
October 12, 2018**

**I. Order of Business**

Roll call was taken by Nedy Campbell.

**II. Approval of Minutes**

Wyatt Henderson made a motion to approve the August 2, 2018 Board of Trustees minutes. Gene Spivey seconded, and the motion passed.

**III. Standing Committee Motions**

In accordance with rules of order, if the standing committee chairman brings forth a motion, only one additional approval is required prior to voting by the entire Board of Trustees.

Academic Affairs & Assessment Committee

**Board of Trustees Vice Chairman Chuck Lewis moved to withdraw the purchase of new furniture and technological needs for the Wall Boardroom until December 15, 2018 (Motion 18-51). Everyone was in agreement to table the motion.**

Advancement, Marketing & Alumni Affairs Committee

No action items.

Athletic Committee

No action items.

Audit Committee

No action items.

Executive Committee

**Biggs requested approval to adopt the Federal Sentencing Guidelines (FSG) established by the United States Sentencing Commission as the operational foundation for the Compliance and Ethics program at Coastal Carolina University (Motion 18-56). Delan Stevens seconded, and the motion carried**

Finance, Planning and Facilities Committee

**Committee Chairman Stevens moved to approve Motions 18-52 thru 57. All were approved.**

- 1. Approve renewal of one-year lease, from the Coastal Educational Foundation, for the real property consisting of the property located on Tilghman Pointe and Waites Island**

**Board of Trustees Meeting  
October 12, 2018**

**in Little River Township, Horry County, South Carolina, at an annual lease of \$1.00 per year (Motion 18- 52). Turner seconded.**

- 2. Approve renewal of one-year lease, renewable for five more consecutive years from the Coastal Educational Foundation, for the corner property at Founders Drive and Highway 544 at a cost of \$70,000 per year (Motion 18-53). Patrick Sparks seconded.**
- 3. Approve one-year lease agreement with Forum Development for 13,7000 square feet of warehouse space, effective December 15, 2018 through December 14, 2019, at 470 Allied Drive, with the option to extend the term of this lease up to two (2) consecutive periods of one (1) year each. The cost of this lease annually is \$92,475 or \$6.75 per square foot (Motion-54). Turner seconded.**
- 4. Approve renewal of sublease to Horry County at 901-909 Front Street, Georgetown, South Carolina, from November 1, 2018 through October 31, 2019, for a monthly lease amount of one thousand two hundred dollars (\$1,200) payable to CCU (Motion 18- 55). Spivey seconded.**
- 5. Approve hiring a consultant to assist the University in drafting the solicitation for the next food service contract with costs not to exceed \$35,000 contingent on consultant's providing acceptable assurance to the administration that the University will realize a minimum return of two times the amount of consultant's total fee in the first year (Motion 18-57). Turner seconded.**

All trustees were in agreement to direct the Administration to draft a funding policy that will allow the Administration the discretion to advance funding for pledges from renovation and reserve funds with certain restrictions by the December meeting of the Board of Trustees.

Government Affairs Committee

No action items.

Student Affairs & Retention Committee

No action items.

**V. Chairman's Report**

Biggs applauded the efforts of the Administration, faculty and staff in their handling of the challenges brought about by Hurricane Florence. Clemson University was recognized for their graciously hosting 50 faculty and students during the hurricane.

During the meeting, information regarding the budget and Fall Enrollment was distributed to the trustees.

**Board of Trustees Meeting  
October 12, 2018**

The Board acknowledged the work of David Frost and his staff for the successful completion of the financial audit. Staff members included Carolyn Bender, Mirinda Chestnut, Julianne Cooke, Tracy Jones, Jackie Park, Daniel Rabon, Lori Richardson, Lila Taylor, Greg Thompson, Kristen Toben, and Wendy Watts.

Provost Ralph Byington reported that the configuration of the library and the Academic Enrichment Building continues to be studied to meet the suggestions of the Board of Trustees. The JBRC has approved stage one.

**VI. Executive Session (State Reason – Contractual/Personnel/Legal)**

Not needed.

**VII. New Business**

Nothing new.

**VIII. Adjournment**

As there was no more business, Spivey moved to adjourn the meeting and Stevens seconded.

Respectfully submitted,

*V. Chyrel Stalvey*

V. Chyrel Stalvey  
Recorder