

**DRAFT**  
**Business Affairs Committee**  
**UNCW Board of Trustees**  
**Azalea Coast Room – Fisher University Union**  
**Thursday, July 18, 2019 at 2:00 p.m.**

**MINUTES**

The Business Affairs Committee of the UNCW Board of Trustees met on Thursday, July 18, 2019 at 2:00 p.m. in the Azalea Coast Room, Fisher University Union. Members present: Mr. Michael Drummond, Mr. Hal Kitchin, Ms. Gidget Kidd, Mr. Bob Rippey, Mr. Nick Pianovich, Mr. Michael Lee, and Mr. Hank Miller. Mr. Drummond called the meeting to order and read the required ethics statement from the State Government Ethics Act. No conflicts were identified.

Mr. Drummond asked if there were any corrections to the minutes of the April 25, 2019 meeting. Mr. Miller made a motion to “**approve the minutes of the April 25, 2019 meeting as presented.**” Ms. Kidd seconded the motion and the motion carried.

Mr. Mark Morgan, Associate Vice Chancellor for Facilities, provided a Dobo Hall Recovery update, including a summary of damages and the work phasing identified to provide interim educational and research spaces while remediation work for Dobo Hall can be designed and constructed. Mr. Morgan then provided a status update on the three Phases involved in the Dobo Recovery Effort, including the cancellation within Phase II of the Applied Learning Research Facility due to schedule constraints. Mr. Morgan also detailed the forward progress of the Roofing Replacement projects, including the Randall Library Roofing Replacement and the Keystone, Innovation, and Cornerstone Hall Roofing Replacements.

Mr. Morgan then provided a capital projects update on the following:

- Veterans Hall Facility
- Housing Village (including Buildings 3 & 4)
- Parking Lot O expansion
- Parking Deck 2
- Track and Field Improvements – Resurfacing
- Outdoor Fields Enhancement – Phase II
- Bathroom / Field Support Facilities – Building 7D

- Film Studies Facility
- Randall Library Renovation and Expansion
- New Dining Facility
- CIS/Congdon Modernization and Expansion
- Coastal Engineering Facility
- Hurst Drive Parking Lots 2A & 2B
- Campus Development Impact Map

Following the capital projects update, Miles Lackey, Vice Chancellor for Business Affairs, presented the following action item for the committee's consideration and approval:

**ACTION ITEM:**

**New Dining Facility – Funding Resolution and Reimbursement Resolution**

Specifically, for the purpose of constructing a Dining Hall, the University is requesting Board of Trustee approval for the issuance of general obligation bonds in an amount up to \$14,000,000. In addition, the University is also requesting the authority to reimburse itself (out of bond proceeds) for institutional funds spent on design and related work prior to the issuance of the bonds.

The committee approved the University's request as outlined in the funding and reimbursement resolution, provided that updated language reading "In accordance with UNC Wilmington's policies" be inserted at the beginning of the second sentence provided under section 1 of the resolution.

After discussion, Mr. Miller made a motion to approve the funding and reimbursement resolution, subject to change if needed after seeking clarification from the Bond Counsel in regard to the sentence in question. Mr. Lee seconded the motion and the motion carried.

Following the action item, Miles Lackey introduced Derek Holbert, Regional Manager for Barnes & Noble, and Mee So Yim, Barnes & Noble Bookstore Manager, who presented on UNCW Bookstore First Day Books. First Day allows every student to have access to course materials on or before the First Day of class within the Canvas Learning Management System and offers course materials at a significantly reduced cost to students.

Following the presentation, David Donaldson, UNCW Chief of Police, provided an overview of current Active Attacker Response resources and training opportunities available.

Miles Lackey then provided the Vice Chancellor Update, which included a financial update on expenses paid, reimbursements and appropriations approved, and a summary of existing encumbrances and other reimbursements related to Hurricane Florence. In addition, he provided an overview of UNCW's preparation for 2019 Hurricane Season, which includes the movement of academic-course IT platform to a cloud-based solution, the issuance of RFPs for required services, implementation of backup solutions for the University Police Department, regular meetings to update relevant procedures, and the development of a University-wide emergency power plan as well as department-specific storage and relocation plans. Mr. Lackey also provided an overview of Board of Governors-endorsed legislative priorities as well as those priorities requested by UNCW. Lastly, Mr. Lackey noted that the UNCW purchase of BB&T property closing took place on July 3, 2019.

There being no further business, the meeting was adjourned.