

**Draft**  
**Business Affairs Committee**  
**UNCW Board of Trustees**  
**Virtual Meeting**  
**Thursday, October 15, 2020 at 1:00 p.m.**

**MINUTES**

The Business Affairs Committee of the UNCW Board of Trustees met on Thursday, October 15, 2020 at 1:00 p.m. as a virtual meeting. Members present: Mr. Michael Drummond, Mr. Dennis Burgard, Mr. Bob Rippy, Mr. Hank Miller, and Mr. Carlton Fisher (Chair).

Mr. Fisher called the meeting to order and read the required ethics statement from the State Government Ethics Act. No conflicts were identified.

Mr. Fisher asked if there were any corrections to the minutes of the July 16, 2020 meeting. Mr. Burgard made a motion to “**approve the minutes of the July 16, 2020 meeting as presented.**” Mr. Miller seconded the motion and the motion carried.

**Parking Ordinance Action Item**

Ms. Sharon Boyd, Associate Vice Chancellor Business Services, provided a presentation pursuant to the new parking ordinance being proposed by UNCW. Updates to the ordinance include granting the Chancellor and VCBA flexibility to respond in extraordinary circumstances, aligning the monthly payment cycle with the academic calendar to simplify pricing structure for faculty and staff permits, clarifying refund and withholding policies, and providing structural flexibility to incorporate new technologies and customer options.

The University requested Board of Trustees approval of the parking ordinance included in the BOT meeting materials.

Mr. Burgard made a motion to approve the above action item. Mr. Drummond seconded the motion and the motion carried.

Following Ms. Boyd's presentation, Mr. Mark Morgan, Associate Vice Chancellor for Facilities, requested Board of Trustees approval of the following action items pursuant to University facilities:

**Facilities Action Item #1: Outdoor Recreation Fields and Facilities Improvements – Phase I Aesthetic and Siting Approval**

The University requested Board of Trustee aesthetic and siting approval for Phase I of the Outdoor Recreation Fields and Facilities Improvements project. The project is located between the Sandpiper and Pelican Halls and the Student Village Dining Facility.

Mr. Drummond made a motion to approve the above action item. Mr. Rippy seconded the motion and the motion carried.

**Action Item #2: Randall Library Renovation and Expansion Siting Approval**

The University requested Board of Trustee siting approval of the Randall Library Renovation and Expansion project, proposed to be located to the west of the existing Randall Library facility, between the existing building and Wagoner Drive.

Mr. Burgard made a motion to approve the above action item. Mr. Miller seconded the motion and the motion carried.

**Action Item #3: Duke Energy Right-of-Way**

The University requested Board of Trustee approval for a designated right-of-way to Duke Energy for the installation of Electrical Infrastructure and associated site lighting for the Recreation Fields and new Dining Facility projects.

Mr. Rippy made a motion to approve the above action item. Mr. Burgard seconded the motion and the motion carried.

Following the facility action items, Mr. Morgan provided an update on active capital projects. These included the Student Village Dining Facility, Film Studies Facility, CIS/Congdon Modernization and Expansion, Housing Village, Coastal Engineering Facility, Dobo Hall Restoration, Veterans Hall, and the Central Parking Deck.

There being no further business, the meeting was adjourned.