

**Minutes**  
**Leon County Educational Facilities Authority**  
**Annual Meeting – October 29, 2019**  
**Capital City Bank Conference Room**

Authority Members Present – Chairman Tom Proctor, Ramsay Sims, Todd Sperry, Dennis Bailey, Dixie Daimwood, Reggie Ellis, Rick Givens

Also present – Bob Kellam, Executive Director; Michael Kramer, Assistant Executive Director; Terry Madigan, General Counsel; Brian Crumbaker, Special Counsel.

Others present – John Peacock, Pi Kappa Alpha; R.J. Reed; Kevin Graham, FSU; Dustin Dailey FSU.

Dennis Bailey made a motion, seconded by Ramsay Sims to approve the minutes of the October 3, 2019. Motion passed unanimously.

ACA – Todd Sperry made a motion, seconded by Ramsay Sims, that the Authority proceed with the receivership/foreclosure process and authorized Tom Proctor and Bob Kellam to execute the documents that had been distributed to the Board the week before. Motion passed unanimously.

It was noted that the Election of officers generally takes place at the Annual meeting, usually early in the fourth quarter of the year. Tom Proctor nominated Ramsay Sims for Chairman and Todd Sperry for Vice Chairman. Parliamentary procedure does not require a second for nominations in an election. Both were elected unanimously.

Michael Kramer informed the group that the audit work at Southgate had been completed and the Auditors are completing the draft report for the Board. A subsequent events section will be completed recognizing the Board actions of today which will be included in the Audit. The expectation is to have a draft to the Board by the end of next week.

As discussed at the last meeting, indications were that the TEP's would not make the November 1 deadline as required under the lease. Michael Kramer spoke to TEP representatives about the matter and the TEP's requested an early termination of the lease and a return of their deposit. The property manager reported that no damage had been noted in the chapter house so the entire deposit, \$10,000, should be returned to the fraternity. Dennis Bailey moved to ratify the termination, seconded by Todd Sperry. Motion passed unanimously.

Michael Kramer reported on the Southgate contractor issue. The amount of money owed to the contractor had been reconciled and the Management Company planned to issue a check to him within a week, hopefully resolving the matter.

Michael Kramer reported on a recent call with EMET Capital representatives regarding the retail space in SouthGate and the status of the tenant bankruptcy. Mr. Kramer agreed to keep the group informed as the bankruptcy proceeds and any material issues come to light.

Bob Kellam reported on the Guilday Law firm records request. Southgate's Assistant Director of Housing, Christina Wilder, had previously provided Guilday with several years of records concerning the Florida State Music Camp which was part of the original request. A much more focused request was detailed with the law firm and passed along to the property manager, Asset Campus Housing. Asset is working on the request which should be completed within the next several weeks.

Authority contract Accountant, Kaye Kendrick, has recommended that the Authority acquire a debit card to facilitate paying fees and charges that require the use of a credit card. Todd Sperry made a motion, seconded by Dennis Bailey to authorize the Executive Director to obtain a debit card with a \$500 transaction limit to use for this purpose. The Authority would continue to use the same advance approval procedures that have already been established and are now in use. Motion passed unanimously.