

**FLORIDA POLYTECHNIC UNIVERSITY  
TRANSITION COMMITTEE  
MINUTES  
One Poly Place  
439 South Florida Avenue  
Lakeland, Florida 33801  
December 19, 2012 at 8:00 a.m.**

1. Call to Order and Roll Call

Chair Gidel called the meeting to order at 8:14 a.m.

Committee members present: Chair Rob Gidel and Trustee Don Wilson (Quorum). Other Board members present: Trustee Sandra Featherman, Trustee Scott Hammack, and Trustee Frank T. Martin.

Staff and Others: Ava Parker, Matt Fajack, Geralyn Sells, and Tim Campbell

2. Transfer

Chair Gidel presented an update on the transfer and advised that when the University closed with USF on October 30, 2012 there were money sources that USF was holding onto on behalf of Florida Poly. There was some discussion on the types of sources and which money went into the construction. Chair Gidel advised that those funds have now been transferred over to Florida Poly, but there is still funding that will need to be transferred.

Chair Gidel advised that USF and Florida Poly are in the same fiscal year, so in order to do the financial statements and the audit UF will coordinate with USF to complete the final statements for this fiscal year.

Tim Campbell went over the primary transfer of documents.

Tim Campbell advised that in each of these documents the University of Florida kept the contract rights, the assets, the dollars, and the Polk State space that is necessary for their teach-out. USF is required to provide a need certification twice a year beginning in February/March and continuing in October / April of each year. When items are no longer necessary for USF they will be transferred over to Florida Poly. Florida Poly will also eventually transfer space at Polk State back over to them when it is no longer needed.

Tim Campbell also advised that once the Florida Poly Foundation is established and receives tax exempt status from the IRS, Foundation funds will be transferred from USF to Florida Poly.

3. Summary of Leases

Geralyn Sells presented an update on the status of leases and advised that the staff has been looking at obtaining storage space in Orlando to store furniture. She advised that she had contacted several storage facilities in Lakeland to store the furniture and equipment. For Lakeland the storage fee was \$4750 per month to store at four locations with an annual amount of \$57,000. Ace Movers from

Orlando gave a price of \$1,750 per month with an annual amount of \$21,000. Ace Movers was chosen with the lowest bid.

#### Blue Sky West

- All Furniture moved out and is now in the storage facility in Orlando.
- IT equipment is at OPP.
- Lease is paid through December 31, 2012.
- Per lease terms the space had to be put back into original condition. Received three quotes: \$20,000; \$23,000; and \$47,000. Strickland Construction was chosen with the lowest and they are currently working on this project.

#### Blue Sky East 1 & 2

- Are approximately \$14,000 per month lease.
- Equipment is ready to be moved, but the IT equipment will take time to prepare to move out.
- These are month to month leases so the lease can be terminated at any time.

#### Brain Lab

- \$3,245 per month.

#### One Poly Place First Floor

- Lease is until April 2014.
- Paid through end of the December 31, 2012.

#### One Poly Place Third Floor

- Prepaid lease.

#### Wauchula

- All furniture has been stored in the Orlando storage facility.
- This was prepaid to December 31, 2012.
- A new tenant moved in on December 10, 2012 so the landlord will be refunding Florida Poly approximately \$600.

#### Interstate Commerce Park (CTI Lab)

- This was a lab for College of Technology and Innovation.
- RFID lab that was used for research and testing.
- This is being used by USF for the teach-out.
- Tim Campbell advised there was some discussion that USF would take over the lease after the teach-out was complete. Will need to follow-up with USF to discuss this.

Trustee Wilson asked about the audio and visual equipment, and what will it be worth after sitting for 2 years. Ava Parker advised that she is working to get a list of this equipment and will work with Trustee Stork to provide a recommendation.

#### 4. Concluding Remarks and Adjournment

With no other business to discuss, the Transition Committee meeting adjourned at 8:58 a.m.