

MINUTES: September 24, 2025

**MEETING: Daytona State College
District Board of Trustees**

**PLACE: Daytona State College's
News-Journal Center
Gillespy Theater, Room 204
221 N. Beach Street
Daytona Beach, Florida**

**PRESENT: Dr. Thomas LoBasso, Corporate Secretary/President
Dr. Randall Howard, Chair
Bob Lloyd, Vice Chair
Randy Dye
Garry Lubi
Nellie Lupoli**

ABSENT: Kelly Kwiatek

Board Workshop began at 1:00 p.m.

The workshop consisted of a tour of the News-Journal Center and the programs that are offered there.

Board Meeting began at 2:09 p.m.

Distributed via email 9/23/25 @ 3:03pm. Contract associated with Approval of General Contractor Selection Daytona Campus, Lemerand Athletic Center, Bldg. 310 Remodel (pages 161a-161qqq). Made an official part of the minutes as Supplemental A: 9/24/25. Distributed via email 9/23/25 @ 4:04pm. Funding Balance tab associated with Approval of Carry-Forward Spending Plan (page 157a). Made an official part of the minutes as Supplemental B: 9/24/25.

I. CALL TO ORDER

Dr. Howard called the meeting to order at 2:09 p.m.

II. PLEDGE OF ALLEGIANCE

Conducted the Pledge of Allegiance.

III. ROLL CALL

Ms. Kwiatek was absent. All the other trustees were present.

IV. PUBLIC PARTICIPATION

Dr. Howard inquired if there were any members from the public that requested time to appear before the Board. No requests received.

V. CONSENT AGENDA

- A. Approval of 8/21/25 Board Meeting Minutes
- B. Approval of Agreements
- C. Approval of Agreements - Affiliation
- D. Approval of Budget Amendments
- E. Approval of Deletion of Inventory Items
- F. Approval of Human Resource Recommendations
Approval of Out of Country Travel – Uruguay

MOTION: The District Board of Trustees approves the Consent Agenda.
Motion carried unanimously.

VI. INFORMATION ONLY

A. Agreements

The above item does not require Board approval because these specific agreements fall below the Category IV threshold (\$195,000). Presented as information only.

B. Surplus Donations

The above item is reported to the Board as information only.

C. Letter of Intent

Dr. LoBasso explained the purpose of the letter is to begin negotiations with the airport to look at leasing land for the airframe and power plant program. The lease would be a long-term lease. The Board gave consensus to move forward.

VII. TIME RESERVED/PRESIDENT

A. President's Update

Dr. LoBasso shared the semester started off strong and the College is at about a 7% increase in enrollment. Fall sports are all doing well with the Women's Soccer team defending their national championship and are so far undefeated. The Men's Soccer team is doing well and are at 5-1-1. Volleyball is also doing well. He shared he attended a Florida Semiconductor Engine Powering Prosperity conference in Orlando and serves on an advisory board that gets grant money to help schools looking to start a semiconductor program. He and Dr. Howard attended a meeting with Senator Leek and UCF staff regarding the UCF facility they want to build on campus. The meeting was productive and they're conducting a traffic study to see the impact on parking as well as another potential option for the building location. He attended the ribbon cutting event for the Amazon Fulfillment Center and toured the facility.

B. Legislative Requests 2026

Dr. LoBasso shared the booklet is in draft form and reviewed the funding requests for the upcoming session. Requests included remaining funding

for the Airframe Power Plant facility; a building for the New Smyrna Beach/Edgewater Campus that would house a Center for Aerospace and Advanced Technical Education (CAATE); Equipment for the CAATE; Campus Security and Safety Enhancements that would fund access controls for every building on every campus. He explained the Legislature has previously supported this project with \$700,000 in funding. The last item is support of UCF's Discovery and Innovation Hub facility. Dr. LoBasso shared his conversation with Dr. Howard about possibly starting a charter school and that staff are beginning to explore what needs to be done to get one up and running.

VIII. COLLEGE COUNSEL

A. Approval of Easement Agreements

Mr. Rodnie Marquinez, College Counsel, explained the two easements on the Daytona Beach Campus are for Peoples Gas. The first easement is for the installation of natural gas lines for new natural gas generators and possible future uses. The second easement is to increase the size of natural gas lines that feed into the Daytona Beach Campus

MOTION: (Lupoli/Lubi) The District Board of Trustees approve the two easement agreements with Peoples Gas System, Inc. (Parcels 533902580070/533902580080). Motion carried unanimously.

IX. FINANCE

A. Executive and Financial Summary Report as of 8/31/25

Mr. Marty Cass, Vice President of Finance, presented the financial report as of August 31, 2025. Information reviewed included Fund 1 Operating Revenue and Expenses, Carry Forward Funds, Comparison of Actual Revenue Received to Budgeted, Three-Year Analysis of Tuition and Fees, Comparison of Actual Expenses to Budgeted Costs, and Major Capital Projects Funding. He provided a recap of Major Project Funding which includes 21 major projects with an estimated cost of \$69.4 million.

B. ACH/Wire Transfers/Checks Issued Greater Than/Equal to \$50,000

Mr. Cass presented as information.

C. Approval of Carry-Forward Spending Plan

Mr. Cass explained per statute, each Florida College System institution with a final FTE of less than 15,000 for the prior year and retains a state operating fund carry forward balance in excess of 5% minimum, is required to submit a spending plan for its excess carry forward balance. Mr. Cass reviewed each of the spending plan categories and the amount allocated for each.

MOTION: (Lubi/Lloyd) The District Board of Trustees approve the College's fiscal year 2025-2026 carry-forward spending plan, as presented. Motion carried unanimously.

X. FACILITIES

A. Approval of Final Completion and Final Payment - L. Gale Lemerand Student Center (Bldg. 115) Remodel for Freshens

Mr. Allen Masters, Associate Vice President, Facilities Planning, presented the Final Completion and Final Payment for approval.

MOTION: (Lloyd/Lupoli) The District Board of Trustees approve the final payment for the Daytona Beach Campus L. Gale Lemerand Student Center (Bldg. 115) Remodel for Freshens Project in the amount of \$26,359.97 be made to Bomar Construction, Inc. Motion carried unanimously.

B. Approval of General Contractor Selection, Daytona Campus, Lemerand Athletic Center, Bldg. 310 Remodel

Mr. Masters explained the College solicited bids from general contractors and received four bids. The lowest qualified bid was from Bomar Construction and presented for approval.

MOTION: (Lupoli/Lubi) The District Board of Trustees approve the bid and enter a contract with Bomar Construction, Inc. in the amount of \$1,101,702, pursuant to the provisions of Florida Statute s287.055 and authorize the use of Fund 7 Board Designated Reserves in the amount of \$1,970,000 to fully fund this project. Motion carried unanimously.

C. Approval of Educational Plant Spot Survey

Mr. Masters explained the survey has been updated to include the construction of a new Aerospace Technology and Avionics System Technician training facility at the New Smyrna Beach/Edgewater Campus.

MOTION: (Dye/Lloyd) The District Board of Trustees approve the Spot Survey which updates the College needs in conformity with statutory requirements. Motion carried unanimously.

Mr. Masters shared the College was recognized with an Architectural Showcase award for the Deltona Building 2 from the Florida Education Facilities Planners Association.

XI. ACADEMIC AFFAIRS

A. Textbooks and Instructional Materials Affordability Report

Dr. Jodi Long, Vice President of Academic Affairs, explained the College is required to conduct an annual review of its textbook and instructional materials selection process per statute and submit to the Chancellor of the

Florida College System. The statute promotes affordability and transparency in higher education by ensuring students have timely access to course materials and expectations. The report includes various data such as cost of materials, tuition and fees; and whether or not the College was able to meet the required 95% of textbooks being posted 45 days before the start of each term.

B. Cost of Textbooks and Instructional Materials – Fall 2025

Dr. Long explained this is an information only item for the Board's review. The report provides textbooks used in general education courses and the costs.

XII. TIME RESERVED/CONSTITUENT HEADS

Reports were presented by Antonio Valley, SGA President; Rachael Dougherty, Administrators Council President; Jon Pinney, Co-Chair for Career and Professional Employee (CAPE) Council; and Dr. Karen Braley, Faculty Senate President.

XIII. TIME RESERVED/BOARD CHAIR

A. Board Chair's Update

Dr. Howard thanked everyone for another great meeting. He appreciated seeing the Mission Statement on the screen and how it incorporates language on transforming students' lives and communities we serve. During the tour the Board heard from some of the students who shared how their careers had grown because of the music production program. He commented on things done for the community that bring in high school students and the community. He reminded trustees when attending events to promote the College's legislative requests. Funding for healthcare is also something to keep front and center. He appreciated the reports from the different constituent groups and how it is always great to hear what is going on around the campus. He shared student clubs are so important to build friendships and giving students a sense of community and purpose. He enjoyed hearing about all the Student Life initiatives.

B. Board Professional Development Opportunities

Developmental opportunities were provided in the agenda as information.

XIV. TIME RESERVED/BOARD MEMBERS

Comments were shared by each of the trustees.

XV. ADJOURN

Meeting adjourned at 3:09 p.m.