

**INVESTMENT COMMITTEE’S RFP AD HOC COMMITTEE**  
**MEETING MINUTES**

Florida A&M University Foundation Board of Directors  
**Monday, August 2, 2021 | 2 p.m. – 3 p.m.**  
Teleconference

**Committee Members Present**

Dir. Marcelia Freeman, *Chair*  
Dir. Lorin Crenshaw  
Dir. Shawnta Friday-Stroud

Dir. Maurice Gilbert  
Dir. Clifton Goins

**Committee Members Not Present**

Dir. Gregory Clark  
Dir. Erica Hill<sup>1</sup>  
Dir. Lisa LaBoo

Dir. Kenneth Neighbors<sup>1</sup>  
Dir. T.J. Rose<sup>1</sup>

**Guests Present**

Dir. John Crossman  
Dir. Jemal Gibson  
Dir. Monica Williams Harris  
Dir. Freddie Raines

Mr. David Self, *Associate Gen. Counsel, FAMU*  
Dir. G. Scott Uzzell  
Dir. Pia Woodley

**Staff Present**

Ms. Shelia Fields, *IT Office, FAMU*  
Ms. Kim Hankerson  
Ms. Juanita Johnson  
Mrs. Gena Palmberg

Mrs. Audrey Simmons-Smith  
Mr. Eric Swanigan  
Ms. Brandi Tatum-Fedrick  
Ms. Angie Wiggins

**Call to Order and Roll Call**

The meeting was called to order at 2:03 p.m. by Chair Marcelia Freeman. Ms. Angie Wiggins called the roll and confirmed that a quorum was present.

**Conflict of Interest Disclosure**

Chair Freeman requested that Committee members disclose any conflict of interest with items on the agenda; none were disclosed.

**Review/Confirm RFP Timeline and Process**

The timeline will be mirrored to what was followed for the 2016 RFP.

- The RFP will be published on August 8.
- This month of August, Board members are to receive a survey to share their thoughts and experiences over the past three to four years regarding the current investment manager. The survey responses are due by September 16. This would allow for feedback to be incorporated into the scoring rubric.
  - The survey will be sent to the Board in conjunction with the time that the RFP is published.
  - The survey should include a question for participants to advise if they are an Investment Committee member or not. The survey due date is August 16.

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<sup>1</sup> Approved Absence

- The proposals are requested in mid-September.
- The proposals should be scored by October 1.
  - Chair Freeman stated that the scoring rubric will be handled in the same way that it was handled in 2016. It will be circulated well in advance to implement any incoming changes to the rubric.
- The finalists will be announced in October.
- On-site presentations will be made at the Fall Board Meeting in November.

Chair Freeman suggested that the committee be open to on-site and video presentations at the Board Meeting to accommodate those who may be on travel restrictions.

The RFP will be posted on the FAMU Foundation website. The Board members will receive a link and are requested to forward access to the RFP to anyone that they would want to respond.

### **RFP Review and Discussion**

Chair Freeman provided the highlights of her suggested changes to the RFP. Those changes were reviewed and vetted with the committee along with suggested changes that the committee provided. The changes were captured by Chair Freeman who will finalize the document and return to staff to be published.

### **Other Items**

None were received.

### **Adjournment | Minutes Prepared By**

There being no further business to address, the meeting was adjourned at 3 p.m. by Chair Marcelia Freeman. The minutes were prepared by Ms. Angie Wiggins.