

ST. JOHNS RIVER STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

September 17, 2025

MEMBERS PRESENT:

Mr. Rich Komando, Chairperson  
Mr. Wendell Davis, Vice-Chair  
Mr. Nick Primrose – attended virtually as he was out-of-  
the country for his job; physical quorum was present  
Mr. Jud Sapp  
Ms. Chereese Stewart  
Mr. Cyrus Zomorodian

OTHERS PRESENT:

Joe H. Pickens, J.D., Executive Secretary  
Lisa Miles, J.D., Board Attorney

Chairperson Komando called the meeting to order at  
2:00 pm.

Meeting Call to Order

The floor was open to Public Comments. Hearing  
none, the floor was closed to Public Comments.

Public Comment

There was no Old Business.

Old Business

Chairperson Komando noted that Trustee Nick  
Primrose was traveling for work and was participating  
in the meeting virtually.

Chairperson Komando requested approval of the  
Consent Agenda Items IV.A-E:

Consent Agenda  
Items

A.1 - Minutes of August 20, 2025, Board Meeting

B.1 - Chief Operating Officer/Senior Vice President –  
Dr. Melanie Brown: Personnel Matters

C.1-2- Vice President for Finance/CFO – Randy  
Peterson: Facilities Usage Report – August 2025; and  
Monthly Financial Report – August 2025.

D.1-2 - Vice President for Academic & Student Affairs –  
Dr. Ed Jordan: 2025-2026 Articulation Agreement  
Between the District Board of Trustees of St. Johns  
River State College and private schools Ark Christian  
Academy and St. Johns Country Day School.

E.1 - VP/Chief Institutional Research Officer - Dr. Ros  
Humerick: Perkins V Equipment Upgrade and  
Modernization Grant.

Mr. Davis moved approval of Consent Agenda Items IV.A-E. Mr. Sapp seconded the motion. Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Consent  
Agenda Items IV.A-E

Dr. Melanie Brown gave an update regarding the College Administration's Review of SJR State Board Rules, Policies and Procedures through the lens of the July 29, 2025, Memorandum from the Attorney General: Guidance for Recipients of Federal Funding Regarding Unlawful Discrimination. An internal review of board policies, operating procedures, and internal practices is currently underway. Some of the areas being reviewed include the Foundation, Human Resources, and Business Office. She noted some policies and procedures that do not align with the guidance have been identified and will be brought to the Board to be repealed. However, nothing egregious has been found as the College has been proactively working to align practice with state guidance in this area for the past few years. The Board will be updated on the process.

Chief Operating  
Officer Item V.A.1

Dr. Brown reviewed and requested approval of the recommendation of the Student Housing DSO Board to name the new Student Housing Building as Carl C. Beck Hall. President Pickens noted that there will be a gift over time of \$1M from Mr. Beck's trust in recognition of naming the building after him. He referred to Florida Statute 267.062 and explained that Mr. Beck passed away in 2021. Also, it is not a public building as the College is leasing the land to Viking Art, Inc. Mr. Beck was the genesis of the resources for the project. He was also a member of this board for a number of years, and a member and chair of the Foundation Board. In the lease documents, the College reserved the right for the Board to approve the naming.

Mr. Davis, on behalf of the DSO Board, moved to approve the recommendation to name the new Student Housing building as Carl C. Beck Hall. The motion was seconded by Mr. Sapp (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Chief  
Operating Officer Item  
V.A.2

VP/CFO Randy Peterson introduced the new Controller Beth Groff. President Pickens noted that the College is

very fortunate to have Ms. Groff and that he greatly values all of the staff in the Business Office.

VP/CFO Randy Peterson reviewed and requested approval to Transfer from the Board Designated Operating Reserves to the Unexpended Plant Fund for the Flo Arts Deferred Maintenance and Renovation Project.

Mr. Davis moved, seconded by Mr. Zomorodian, to approve VP/Chief Finance Officer Item V.B.1. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief  
Finance Officer Item  
V.B.1

Mr. Peterson reviewed and requested approval of to Transfer from Auxiliary Reserves to the Unexpended Plant Fund for the Flo Arts Deferred Maintenance and Renovation Project.

Ms. Stewart moved, seconded by Mr. Sapp, to approve VP/Chief Finance Officer Item V.B.2. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief  
Finance Officer Item  
V.B.2

Mr. Peterson reviewed and requested approval of Ongoing Quarterly Payments from Auxiliary Funds to the St. Johns River State College Foundation for the Purpose of Funding Scholarships.

Ms. Stewart moved, seconded by Mr. Sapp, to approve VP/Chief Finance Officer Item V.B.3. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief  
Finance Officer Item  
V.B.3

Mr. Peterson reviewed and requested approval of the Fund Balance Carry-Forward Spending Plan.

Mr. Davis moved, seconded by Ms. Stewart, to approve VP/Chief Finance Officer Item V.B.4. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief  
Finance Officer Item  
V.B.4

Mr. Peterson presented and requested approval to Accept the Annual Financial Report – Fiscal Year 2024-2025.

Mr. Davis moved, seconded by Mr. Sapp, to approve VP/Chief Finance Officer Item V.B.5. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief  
Finance Officer Item  
V.B.5

Mr. Peterson noted the memo with the follow-up information to Trustee Primrose's concern regarding the need for a local back-up/alternative company for Disaster Recovery and Remediation Services. He explained that he misunderstood Trustee Primrose's request at the last meeting, thinking Mr. Primrose meant local electricians, plumbers, etc. Mr. Peterson explained that after talking to Mr. Primrose and reading the minutes, it became clear that was not the request. Therefore, he researched further and noted the additional memo with more information that was distributed at the beginning of the meeting. President Pickens noted that joint procurement does meet FEMA requirements, while piggyback contracting does not.

VP/Chief Finance  
Officer Item V.B.6

Mr. Peterson discussed three recommendations:

- Enter into a contract with BMS CAT LLC for Disaster Recovery and Remediation Services as secondary backup company. This is a company already awarded the solicitation by Santa Fe College and can be contracted within approximately one week.
- Enter into a contract with Looks Great Services of MS for Disaster Debris Removal Services as secondary backup company. This is a company already awarded the solicitation by Santa Fe College and can be contracted within approximately one week.
- Enter into a contract with Roston Solutions LLC for Disaster Debris Monitoring Services once Santa Fe College's board approves the contract.

Trustee Primrose thanked Mr. Peterson for the extra information. He was in support of the three recommendations. Since it is the middle of hurricane season currently, he requested that the College issue an RFP beginning the first of the calendar year to find out if any local contractors are interested in providing the services to SJR State and not the whole state

college system. It was the consensus of the Board to support the three recommendations.

Mr. Peterson gave an update on the emergency lockdown at the Palatka Campus that occurred on September 4. He and Brian Keith, Director of Campus Safety, debriefed the next day and noted a few items to improve, such as setting the outside horns and inside beacons to sound off for a longer time. He noted that Dr. Brown sent informational emails throughout the 3-hour lockdown. He stated that Campus Safety will partner with Strategic Communications and Flo-Arts to develop a safety and security video for all new students and new employees. Currently, a reminder is sent to all students and staff each semester.

Additional Agenda  
Item

Trustee Zomorodian noted that SJR State College needs to be prepared for any eventuality. President Pickens reiterated that ours is an open access college where the public is welcome.

Dr. Ed Jordan reviewed and requested approval of the Florida College System College Affordability Report for 2025.

Ms. Stewart moved, seconded by Mr. Davis, to approve Vice President for Academic & Student Affairs Item V.C.1. as submitted (a detailed listing is contained in the material submitted by the Office of Vice President for Academic & Student Affairs). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Vice  
President for  
Academic & Student  
Affairs Item V.C.1

Dr. Jordan reviewed for information only the Florida School of the Arts 2025-2026 Season of Events.

Vice President for  
Academic & Student  
Affairs Item V.C.2

President Pickens thanked the Board for attending the Student Housing Ribbon Cutting and Dedication held this morning and for the support throughout the process.

President's Report

President Pickens noted the AFC Florida College System Legislative Fly-In in Tallahassee. is scheduled on November 4-5.

President Pickens informed the Trustees that the 2025 Safety Summit is scheduled on October 8 in Orlando, and it is mandatory attendance by all Presidents. He noted that Brian Keith and Tim Adams will attend also.

President Pickens noted that he will attend Speaker-Designate Sam Garrison's Designation Ceremony on October 9. Trustees Komando, Zomorodian, and Stewart stated they will be attending also.

Trustee comments were made. Trustee Zomorodian stated that without getting political, it is important to mention that the murder of Charlie Kirk occurred on a college campus. It is a tragedy and is relevant in terms of where we sit on a college campus.

Trustee Comments

Chairperson Komando adjourned the meeting at 3:30 p.m.

Adjournment