



St. Johns River State College
Student Housing Direct Support Organization
Board Meeting

Wednesday, June 18, 2025
12:15 pm
Palatka Campus, Executive Conference Room

AGENDA

- I. Approval of Minutes from February 19, 2025, Board Meeting
- II. Introduction of Terri Echols, Employed by Capstone as SJR State's Director of Student Housing
- III. Approval of Meeting Dates for 2025-2026
- IV. Construction Progress and Rate Schedule – Terry Thomas, AVP of Facilities, Planning, and Capital Projects
- V. Other Business

St. Johns River State College
Student Housing Direct Support Organization

Board Meeting – February 19, 2025
1:00 pm, Orange Park Campus,
Thrasher-Horne Center, Suite E

Board Members Attending: District Board of Trustees Designee Wendell Davis, President Joe Pickens, Dr. Melanie Brown

Others Attending: JoLynn Carter, Terry Thomas

Student Housing DSO Board Chairperson Wendell Davis called the meeting to order at 1:00 pm. A quorum was present.

I. **Approval of Minutes from October 16, 2024, Board Meeting**

Chairperson Wendell Davis reviewed and requested approval of the minutes from the October 16, 2024, board meeting.

A motion for approval was moved by Dr. Melanie Brown, seconded by President Joe Pickens, and unanimously approved.

President Pickens discussed adding another member to this Board, potentially a current Foundation Board member. Discussion followed. Dr. Brown recommended waiting until the Housing opens and then add more members then, potentially the new live-in manager Terri Echols.

II. **Board Meeting Calendar Revision – March 12 Meeting Cancelled**

President Joe Pickens noted that the March 12 meeting has been cancelled since the regular Board of Trustees meeting has been cancelled.

Chairman Davis stated that he would like to take a tour of the Housing project. President Pickens noted that the next regular Board meeting to be held at the Palatka Campus is in June. It was decided that Mr. Davis will have a tour scheduled during the first week of March.

III. **Construction Progress and Rate Schedule**

Terry Thomas, AVP of Facilities, Planning, and Capital Projects, gave an update on the construction progress. She shared the rate schedule.

Dr. Brown discussed the marketing plan.

IV. **Other Business**

There was no other business.

The meeting was adjourned at 1:22 p.m.

MEMORANDUM

TO: All Student Housing DSO Board Members

FROM: Joe H. Pickens

DATE: June 10, 2025

Subject: Board Meeting Dates

Below are the Student Housing DSO Board Meeting dates for July, 2025 through June, 2026.

STUDENT HOUSING DSO BOARD MEETING DATES 2025 – 2026		
DATE OF MEETING	TIME OF MEETING	LOCATION OF MEETING
Wednesday, August 20, 2025	1:15 p.m.	St. Augustine, Conference Room in Administration Building
Wednesday, October 15, 2025	1:15 p.m.	Orange Park Campus, Thrasher-Horne Conference Center, Suite E
Wednesday, January 21, 2026	1:15 p.m.	St. Augustine, Conference Room in Administration Building
Wednesday, April 15, 2026	1:15 p.m.	St. Augustine, Conference Room in Administration Building
Wednesday, June 17, 2026	1:15 p.m.	Orange Park Campus, Thrasher-Horne Conference Center, Suite E