



August 19, 2019

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Heather Mitchell
Vice President for Institutional Advancement and Executive Director of the TCC
Foundation

SUBJECT: TCC Foundation – Gift Acceptance

Item Description

The following is a request for the TCC District Board of Trustees to consider accepting items donated to TCC Foundation for use by the College.

Overview and Background

Per TCC Policy 03-12, gifts of real property or equipment intended for use by the College or Foundation must be approved by the President prior to acceptance.

Funding/ Financial Implications

Gifts must be presented to the TCC District Board of Trustees for a vote of acceptance by the College.

Past Actions by the Board

There are no Funding/Financial implications arising from naming of this space.

Recommended Action

Accept gift as presented.



MEMORANDUM

TO: Dr. Jim Murdaugh, President, Tallahassee Community College
FROM: Heather Mitchell, Vice President for Resource Development
Executive Director, TCC Foundation
DATE: August 5, 2019
RE: Gift Acceptance – Computer Equipment and Office Supplies

New Horizons Computer Learning Centers has donated a variety of items to support TCC's Center for Innovation. This equipment has been valued at \$ 11,076.10.

Staff has conferred with TCC's Center for Innovation Executive Director Scott Balog, and he has indicated that they would like to accept these items.

The TCCF's Gifts In Kind Policy 302 requires an appraisal for all donated items. For the donated items, assessments were done as such:

- For the computer items, we used the refurbished or used price for the item as found online.
- For the office furniture and cables we used 80% of the value – a common practice online.
- Most of the office supplies that are new – value kept at the purchased value.

The TCC Foundation Board of Directors voted to accept these items based on the recommendation of the staff at the Center for Innovation.

The Foundation is now offering this equipment to the College and will transfer the gift if approved.