

Beaufort County School District Finance Committee Meeting Minutes		DATE: October 17, 2019 TIME 5:00 PM Location: DESC
Members present	JoAnn Orischak (Chair), Richard Geier, Rachel Wisnefski Colonel Geier ran the meeting because Ms. Orischak joined the meeting by telephone	
Others present	Earl Campbell, Christina Gwozdz, Tonya Crosby, Reggie Murphy, Melissa Hibbs, Robyn Cushingberry, and Rachel Jones	
Call to Order	Colonel Geier called the meeting to order at 5:00 PM followed by the pledge of allegiance.	
Approval of Agenda	Motion to Approve the Agenda	
Action	Dr. Wisnefski made a motion to approve the agenda. The motion was seconded by Mrs. Orischak. The motion passed 3/0.	
Approval of Minutes	Motion to Approve the September 12, 2019 Committee Meeting Minutes	
Action	Dr. Wisnefski made a motion to approve the minutes. The motion was seconded by Colonel Geier. The motion passed 3/0.	
Public Comment	No public comments	
Agenda topic	Sole Source and Emergency Procurement Report	
	<ul style="list-style-type: none"> • Ms. Crosby explained the two reports and answered questions • Ms. Wisnefski suggested that for future reports it would be helpful to indicate that some months have no activity <p>Dr. Wisnefski made a motion to recommend to the full Board that both Sole Source and Emergency Procurement Reports be approved. The motion was seconded by Colonel Geier. The motion passed 3/0.</p> <p>(The Sole Source and Emergency Procurement Reports were informational items. They don't require Board approval.)</p>	
Agenda topic	Budget Priorities	
	<ul style="list-style-type: none"> • Discussed what actions the committee could take to support the Board goal of being good stewards of the district's finances • Discussed the upcoming Efficiency Study • Discussed setting aside funds for annual finance audits • Discussed the possibility of hiring an internal auditor who would report to the Board <p>Ms. Orischak made a motion to recommend to the full Board to designate an additional \$50,000 annually for finance-related audits. Dr. Wisnefski seconded the motion for discussion.</p> <ul style="list-style-type: none"> • Discussed the possibility that the State's funding model is going to change, and the District may lose revenue • Discussed supporting the Board goal through policy • Discussed making sure the Finance Administrative Rules are in alignment with Board policies <p>Ms. Orischak withdrew the motion.</p> <p>Dr. Wisnefski made a motion to recommend to the full Board that the Efficiency Study results be incorporated into the budget discussions on April 21 or April 24,</p>	

	2020 or before if the study is available. The motion was seconded by Colonel Geier. The motion passed 3/0.
Agenda Topic	Proposed Revisions to the Finance Committee Scope (Audit RFP Committee)
	<ul style="list-style-type: none"> Discussed not having the Finance Committee involved in the RFP process <p>Ms. Orischak made a motion to recommend to the full Board the removal from the committee scope the portion that references that the Finance Committee serves as the RFP Committee until a policy is developed. Dr. Wisniewski seconded the motion. The motion passed 3/0.</p>
Agenda Topic	Continued Procurement Code Discussions
	<ul style="list-style-type: none"> Discussed Procurement Matrix No motions were made
Future Topics	<ul style="list-style-type: none"> Begin Review of Finance Board Policies and Administrative Rules (Tentative-contingent upon Wendy Cartledge's attendance) Procurement Advisory Committee 1st Quarter Report for FY20- P.E. 4.7
Adjournment	The meeting was adjourned at 6:10 PM
Next meeting date/location	The next meeting will be held on November 14, 2019 at 5 PM at the Hilton Head Public Library

(Signature on Official File Copy) _____ Date: November 14, 2019
 JoAnn Orischak, Board of Education Finance Committee Chair
 Minutes prepared by Robyn Cushingberry, Executive Assistant