

Beaufort County School District Finance Committee Meeting Minutes		DATE November 14, 2019 TIME 5:00 PM Location: Hilton Head Island Library
Members present	JoAnn Orischak (Chair), Richard Geier, Rachel Wisnefski	
Others present	Earl Campbell, Christina Gwozdz, John Dowling, Cathy Robine Staff: Tonya Crosby, Wendy Cartledge, William Saunders, Melissa Hibbs, Robyn Cushingberry, Community: Mike Gleason, Ray Warco and Mr. & Mrs. Cambria	
Call to Order	Mrs. JoAnn Orischak called the meeting to order at 5:00pm followed by the pledge of allegiance.	
Approval of Agenda	Motion to Approve the Agenda	
Action	Ms. Orischak made the motion to move the agenda item “PE 4.7-1st Quarter Report for FY2020” to last item on the agenda. The motion was seconded by Dr. Wisnefski. The motion passed 3/0.	
Approval of Minutes	Motion to Approve the October 17, 2019 Committee Meeting Minutes	
Action	Colonel Geier made the motion to approve the October 17th minutes. The motion was seconded by Dr. Wisnefski. The motion passed 3/0.	
Public Comment	Mr. Gleason made comments	
Agenda topic	Procurement Advisory Committee Discussion	
	<ul style="list-style-type: none"> Discussed purpose of the committee as defined on page 14 of the Procurement Code Discussed how to propose members, frequency of meetings, defining the scope, and preventing conflicts of interest Discussed how the committee will obtain information- suggested through FOIA requests Ms. Orischak will type rough draft of notes based on the discussion and forward to other members in order to create a framework to present to the full Board <p>Ms. Orischak made a motion to request that the full Board ask Dr. Rodriguez to work with Ms. Cartledge to develop a “no conflict” form for the Procurement Advisory Committee. The motion was seconded by Dr. Wisnefski. The motion passed 3/0.</p>	
Agenda topic	Review of Finance Board Policies and Administrative Rules	
	<ul style="list-style-type: none"> Discussed identifying those administrative rules that would fall under the purview of the Finance Committee. Discussed adding another monthly meeting of the committee to focus solely on this review <p>Ms. Orischak made a motion to recommend to the full Board to change the Finance Committee meeting schedule to include the 2nd Tuesday of each month at 5:30 PM at DESC in addition to the 2nd Thursday of each month at the Hilton Head Public Library (if available). The motion was seconded by Dr. Wisnefski. The motion passed 3/0.</p>	
Agenda Topic	PE 4.7- 1 st Quarter Report for FY2020	
	<ul style="list-style-type: none"> Ms. Orischak noted that there was a typing error in the agenda. The PE is actually PE 3.7 rather than PE 4.7 Mrs. Crosby presented the 1st Quarter Report and answered questions from the committee and the public <p>Dr. Wisnefski made a motion to recommend to the full Board the acceptance of PE 3.7- 1st Quarter Report. The motion was seconded by Colonel Geier. The motion passed 3/0.</p>	

Future Topics	<ul style="list-style-type: none"> • Budget Shortfall Discussion/Letter to the State • PE 3.6 - Annual Financial Audit FY2019
Adjournment	The meeting was adjourned at 6:36 PM
Next meeting date/location	The next meeting date will depend on approval of the full Board to add a meeting date.

(Signature on Original File Copy) _____ Date: December 12, 2019
 JoAnn Orischak, Board of Education Finance Committee Chair
 Minutes prepared by Robyn Cushingberry, Executive Assistant