

Finance Committee		<u>Date/time of meeting</u> September 20, 2018 5:00 pm <u>Location</u> District Office/Board Conference Room E
Members present	David Striebinger (Chair), JoAnn Orischak, Mary Cordray, Christina Gwozdz, and Evva Anderson.	
Others present	Earl Campbell, John Dowling, Dr. Cynthia Gregory-Small, Dr. Berg (exited following public comment for Town Hall meeting), Tonya Crosby, Jim Foster, Robyn Cushingberry, media, and several members of the community.	
Call to Order	The Chair called the meeting to order at 5:04pm followed by the pledge of allegiance.	
Approval of Agenda	Dr. Christina Gwozdz made the motion to approve the agenda. Mr. Striebinger stated that a seconded was not necessary since it was only five members. The motion passed 5/0.	
Approval of Minutes	Approval of August 23, 2018 Minutes	
	Mrs. Mary Cordray made the motion to approve the minutes. The motion was seconded by Dr. Christina Gwozdz. The motion passed 4/0/1. Mrs. Anderson abstained.	
Public Comment	<ul style="list-style-type: none"> • Mike Gleason of Hilton Head Island, spoke about the security of the credit cards (p-cards) in the district. • Richard Bisi of Hilton Head Island, spoke about the Finance Committee's mission and transparency reports. 	
Agenda topic	Finalize Committee Scope	
Highlights	<p>Led by Mr. Striebinger, a discussion of the scope of the committee was held. Discussion was held and consensus was obtained on the following scope:</p> <ul style="list-style-type: none"> • Transparency Reports Review (monthly) Mary Cordray opposed • Budget Variance Reports Review (quarterly) • Project Budget/Expense Review – Mary Cordray opposed • Procurement Review • Changes in Finance Administrative Rules Review • Review Budget Preparation Process • External Audit Review (December) • Revenue Review-Liaison with County <p>Other topics mentioned included Performance Expectation (PE) Monitoring Reports and a comprehensive review of Technology spending. The consensus of the committee was that scheduled PE Reports should continue to be reported to the full Board and not the committee. The majority of the committee suggested that information on Technology spending be summarized in an email to the full Board.</p> <p>Ms. Crosby requested that a schedule of topics be prepared to allow staff time to prepare for meetings and agreed to create a draft schedule.</p>	
Agenda topic	Agreed to Scope Items	
Highlights	The Board agreed that the External Audit Review and a Review of Revenue would be included in the scope (included above).	
Adjournment	The committee moved to adjourn at 6:30pm.	
Next meeting date	October 18, 2018 5:00pm.	

(Signature on Original File Copy) _____ Date: October 18, 2018

David Striebinger, Board of Education Finance Committee Chair
Minutes prepared by Robyn Cushingberry, Executive Assistant