



CITIZENS' FINANCIAL ADVISORY COMMITTEE

For the School District of Manatee County

Committee Notes / Minutes

Meeting Date	July 13, 2021
Meeting Time	2:00 p.m.
Meeting Location	School Support Center – Conference Room 203
Committee Chairman	David Ballard
Committee Note Taker	Amanda Means
Attendance	<p>Committee Members:</p> <p>Pat Barber Deanna Howell Cindy Spray Sandra Holley Bruce Stamm Tom Ehren Cynthia Howard W. Russell Andersen Donna Fredricksen David Ballard Brady Chapman, Former Chair Assisting with Reorganization</p> <p>Board Members:</p> <p>Mary Foreman Charlie Kennedy</p> <p>Staff:</p> <p>Amanda Means, Agency Clerk Tim Barger, Associate Superintendent of Finance Cathy Miley, Senior Financial Analyst Ryan Juengling, Fiscal Assistant Tammy Taylor, Finance Director</p>
Opening	<p>Call to Order</p> <ul style="list-style-type: none"> Chair Chapman called the meeting to order at 2:01 p.m. <p>Audio Recording</p> <ul style="list-style-type: none"> Chair Chapman announced the meeting was being audio recorded. <p>Approval of Minutes</p> <p>Chair Chapman stated that there was a third set of minutes from the One-On-One Meeting from April 28, 2021, to add to the agenda. Mr. Chapman requested a motion to approve the May 19, 2021 Minutes.</p> <p>Motion: Motion to approve the May 19, 2021 Minutes was made by Ms. Spray and seconded by Ms. Holley. Motion was approved 7-0. Mr. Ballard and Ms. Howell were not present for the vote. Mr. Stamm abstained from the vote and stated he was not a member at the time of the May 19 Meeting.</p> <p>Mr. Chapman requested a motion to approve the June 2, 2021 Minutes.</p> <p>Motion: Motion to approve the June 2, 2021 Minutes was made by Mr. Stamm and seconded by Ms. Barber. Ms. Fredricksen inquired about the date listed for Mr. Stamm's appointment to the Committee. The year of the appointment was noted as a scrivener's error and was requested to be corrected to 2021. Motion was approved 8-0. Mr. Ballard and Ms. Howell were not present for the vote.</p> <p>Ms. Barber stated that the only people who could participate in the vote to approve the April 28, 2021 Minutes would be those who were present during the meeting. She</p>

	<p>stated Ms. Holley was at the meeting. Following an objection to the vote from Mr. Stamm, the Committee held discussion and reached consensus that a quorum was not present for the vote.</p> <p>Mr. Chapman stated the Committee would submit the minutes unapproved since some of the members who were present during the April 28 Meeting were no longer members of the Committee.</p>
Public Comment	Notes: There were no requests for public comment.
New Business	<p>Notes: Mr. Chapman stated there were several new members and requested each new member introduce themselves. Each member provided a brief introduction and overview of their background and experiences.</p> <p>Mr. Ballard and Ms. Howell arrived at 2:08 PM.</p> <p>Chair Chapman requested to approve the minutes of April 28, 2021 since there was a quorum present as Ms. Howell had arrived.</p> <p>Motion: Motion to approve the minutes of April 28, 2021 was made by Ms. Holley and seconded by Ms. Howell. The motion was approved 3-0 by Ms. Holley, Ms. Howell, and Mr. Chapman.</p> <p>Selection of Chair and Vice-Chair</p> <p>Notes: Mr. Chapman spoke regarding the role of the Chairman of the Committee. Following a question by Mr. Stamm, Mr. Chapman stated that this was his last meeting. He stated that his last official duty for the Committee would be to present the annual report to the Board in August.</p> <p>Ms. Foreman requested each attendee provide an introduction since there were several new members in attendance. Each person attending the meeting that had not previously provided an introduction, provided a brief introduction of themselves.</p> <p>Mr. Chapman stated the main purpose of the meeting was to select the Chair and Vice-Chair.</p> <p>Motion: Motion to nominate Mr. Ballard as Chair was made by Ms. Barber and seconded by Ms. Spray. There were no other nominations.</p> <p>Mr. Ballard spoke regarding his experience thus far on the Board. Mr. Chapman provided additional information regarding the work of the Committee in past years.</p> <p>The motion was approved 10-0.</p> <p>Mr. Ballard spoke regarding the role of the Vice-Chair. Mr. Andersen asked who Mr. Ballard would like as Vice-Chair. Mr. Ballard stated that he would prefer someone who wasn't new to the Committee.</p> <p>Motion: Motion to nominate Ms. Susan Harrigan as Vice-Chair pending her acceptance was made by Ms. Barber. Ms. Barber stated the reasons she made the motion. Motion failed for lack of a second. Ms. Harrigan was not in attendance.</p> <p>Ms. Fredricksen inquired about the size of the Committee. Ms. Foreman stated that the Board would be discussing changes to the Charter at the next Board Meeting and</p>

	<p>stated that the plan is to cap the membership at 12 or 13. Ms. Fredricksen stated that she would like to have a Vice-Chair and Chair with institutional knowledge and terms that don't expire this year.</p> <p>Motion: Motion to nominate Ms. Spray as Vice-Chair was made by Mr. Stamm and seconded by Ms. Holley.</p> <p>Motion: Motion to close nominations was made by Mr. Andersen and seconded by Mr. Ballard. The motion was approved 10-0.</p> <p>The motion to nominate Ms. Spray as Vice-Chair was approved 10-0.</p> <p>Mr. Chapman turned the gavel over to Mr. Ballard as the new Chair.</p> <p>Mr. Chapman stated that the presentation to the Board would be August 13, 2021.</p> <p>Chair Ballard asked the Committee if there was any interest in having a workshop discussion to inform the new members.</p> <p>Ms. Barber suggested that everyone review the Citizens' Financial Oversight Committee (CFOC) Report that would be presented to the Board. Chair Ballard requested that all members review the Sunshine Law requirements. He requested the Agency Clerk email the members information regarding Sunshine Law.</p> <p>Chair Ballard spoke regarding subcommittees and gathering data. The Committee held discussion regarding the millage referendum and upcoming election. Chair Ballard reiterated the role of the Committee.</p> <p>Mr. Chapman spoke regarding the role of the Committee and stated that the next report will be for the year 2020-2021 and the goal would be to present to the Board in April.</p>
Administrative Matters	<p>Date of Next Committee Meeting – August 4, 2021</p> <p>Notes: Mr. Chapman stated that the meetings were scheduled for every other month. Following a discussion, the next Committee Meeting was determined to be August 4, 2021. Chair Ballard stated that the Committee could establish the subcommittee membership during the next meeting. Chair Ballard requested to tentatively schedule an extra meeting on September 8, 2021. Ms. Barber stated she would not be available at that time due to a conflicting meeting.</p> <p>Agenda Items for Next Committee Meeting</p> <p>Notes: There were no requests.</p>
Comments from Committee Members, Board Members, and Staff	<p>Notes: Chair Ballard thanked the Committee. Vice-Chair Spray thanked Mr. Chapman for his service. Mr. Chapman thanked the new volunteers on the Committee.</p>
Adjournment	<p>Motion: Motion to adjourn was made by Ms. Barber and seconded by Mr. Stamm.</p> <p>Vote: The motion passed 10-0.</p> <p>Notes: Chair Ballard adjourned the meeting at 3:14 PM.</p>

Chairman, Committee

Note Taker, Committee