



CITIZENS' FINANCIAL OVERSIGHT COMMITTEE

School District of Manatee County

Committee Notes

Meeting Date April 3, 2024

Meeting Time 2:00 PM

Meeting Location Walter E. Miller School Support Center

Committee Chairman Susan Harrigan

Note Taker Laura Cox

1. Attendance

Committee Members:

Susan Harrigan, Chair

Michael Hartman, Vice-Chair

Holly Johnson

Deanna Howell

Pat Barber – arrived 2:18 PM

Catherine Ferrer- Arrived 2:20 PM

Tom Ehren – not in attendance

Katelyn Booth – Turned in Resignation effective as of 4/2/2024

Board Member:

Cindy Spray

Staff:

Rachel Sellers, Deputy Superintendent of Business Services

Ryan Juengling, Financial Analyst

Kevin Chapman, Executive Director, Administration

Pamela D'Agostino, General Counsel

Cathy Miley, Director of Finance

2. Opening

a) Call to Order

Chair Harrigan called the meeting to order at 2:18 PM.

b) Audio Recording

Chair Harrigan announced that the meeting was being recorded.

c) Review and Accept Minutes from December 6, 2023

Motion: Motion to approve the February 7, 2023 Minutes was made by Member Holly and seconded by Vice-Chair Hartman.

The motion was approved 4-0 (Committee Member Ferrer was not present for the vote).

3. Public Comment

The public comments were as follows:

- Jim Daniel
- Mark Smith

4. New Business

a) Annual Report 2023

The committee held discussion regarding the option of engaging a professional auditor for future audits of the Referendum, and noted that if so, the budget of the Committee would need to be adjusted.

Committee Chair, Susan Harrigan, requested confirmation that there is enough information to complete the report that is due. Committee Member Holly Johnson noted she would finish putting it together and get it to the clerk by mid-May for dissemination and input from the committee.

Discussion was held.

b) Review 1st and 2nd Quarter Reports

Discussion took place regarding differences between the first and second quarter reports.

Mr. Ryan Juengling clarified the differences are cumulative balances between first and second quarter.

The Committee held discussion of several line items on the report.

The Committee requested more timely responses from staff to disseminate information. Staff agreed; also noted request for committee members to send questionable items highlighted to Administration for follow-up between meetings. Staff noted that it would help decrease lag time in response to committee member concerns.

Committee member Johnson noted the types of sampling that could be used for going through a document as large as they have. This will be discussed at a later meeting for documents going forward.

5. Administrative Matters

a) Review Member Vacancies

Member Booth has resigned from the CFOC committee; the request for Board approval of her resignation will be at the April 9, 2024 School Board Meeting. The resignation letter sent to the committee and Board stated her requested effective resignation date was April 2, 2024.

Request for volunteers is still located on the District website.

b) Date of Next Committee Meeting – June 5, 2024

Chair Harrigan noted June 5, 2024 as the date for the next Committee Meeting.

Committee Member Patricia Barber stated that she cannot make the meeting on June 5, 2024. Discussion was held.

c) Agenda Items for Next Committee Meeting

Chair Harrigan noted the following topics for the Extra May 22, 2024 and June 5, 2024 Committee Meetings:

- New Business - Annual Report Draft/Final

6. Additional Discussions:

Committee held a discussion regarding the ability to get a final draft of the Annual Report to the Board in June. To accomplish this, the committee decided to hold an additional meeting on May 22, 2024 to edit the draft of the annual report with the hope of having the final draft ready to be voted and sent to the Board after the June CFOC meeting.

Committee Member Ferrer departed the meeting at 3:20 PM

7. Adjournment

Motion: A motion to adjourn was made by Vice-Chair Michael Hartman and seconded by Member Holly Johnson.

The motion was approved 4-0.

Chair Harrigan adjourned the Meeting at 3:43 PM.