



# CITIZENS' FINANCIAL OVERSIGHT COMMITTEE

## For the School District of Manatee County

### Committee Notes / Minutes

<b>Meeting Date</b>	October 21, 2021
<b>Meeting Time</b>	2:00 p.m.
<b>Meeting Location</b>	Wakeland Support Center
<b>Committee Chairman</b>	David Ballard
<b>Committee Note Taker</b>	Amanda Means
<b>Attendance</b>	<p><b>Committee Members:</b></p> <ul style="list-style-type: none"> <li>Pat Barber</li> <li>Deanna Howell</li> <li>Cindy Spray</li> <li>Sandra Holley</li> <li>Bruce Stamm</li> <li>Tom Ehren (virtual)</li> <li>Cynthia Howard</li> <li>Donna Fredricksen</li> <li>David Ballard (virtual)</li> <li>Susan Harrigan</li> </ul> <p><b>Board Members:</b></p> <ul style="list-style-type: none"> <li>Mary Foreman</li> <li>Charlie Kennedy</li> </ul> <p><b>Staff:</b></p> <ul style="list-style-type: none"> <li>Tim Bargeron, Associate Superintendent of Finance</li> <li>Amanda Means, Agency Clerk</li> <li>Stephen Dye, School Board Attorney</li> <li>Christian Moreno Hernandez, Executive Secretary</li> </ul>
<b>Opening</b>	<p><b>Call to Order</b></p> <ul style="list-style-type: none"> <li>• Chair Ballard called the meeting to order at 2:08 p.m.</li> </ul> <p><b>Audio Recording</b></p> <ul style="list-style-type: none"> <li>• Chair Ballard announced the meeting was being audio recorded.</li> </ul> <p><b>Approval of Minutes</b></p> <p><b>Motion:</b> Motion to approve the August 4, 2021 Minutes was made by Chair Ballard and seconded by Ms. Spray. Motion was approved 8-0. Ms. Howell and Mr. Ehren were not present for the vote.</p>
<b>Public Comment</b>	<p><b>Notes:</b> Public comment as follows:</p> <p><u>Glen Gibellina</u></p> <p>Following Public Comment, Mr. Stamm spoke regarding an article in the newspaper.</p> <p>Mr. Stamm made a motion to require the District provide all documents relating to the arts committee discussed in the newspaper article. The motion failed for lack of a second.</p> <p>Ms. Harrigan inquired about the source of Mr. Stamm's information and expressed concerns with the source of the information.</p>

	<p>Ms. Barber spoke regarding the charge of the Committee and stated that they are responsible to oversee the referendum money as it was spent, not speak regarding the next referendum.</p> <p>The Committee held discussion regarding the article and the upcoming millage referendum.</p> <p>Board Member Foreman stated she has not read the article and stated the School Board held several workshops regarding fund allocations should the millage referendum pass. She stated that if the referendum passes and the committee remains in existence, then the Committee can evaluate the questions. She reviewed the purpose of the Committee.</p> <p>Mr. Stephen Dye, School Board Attorney, made a point of order, and noted that the topic was not on the agenda. He recommended discussion topics be included on the published agenda.</p> <p><b>Motion:</b> Chair Ballard made a motion to table the conversation and Ms. Spray seconded the motion. The motion was approved 9-0. Mr. Ehren was not present for the vote.</p> <p>The Committee moved forward on the agenda to the Legal Presentation from School Board Attorney, Mr. Dye.</p>
<p><b>Old Business</b></p>	<p><b>a. Review of CFOC Information</b>  <b>Notes:</b> Chair Ballard asked the Committee if they had any questions for the Review of Citizens' Financial Oversight Committee (CFOC) Information. Following a question from Ms. Spray, the new Committee Members confirmed that they had received the CFOC Report.</p> <p><b>b. Outstanding Data Requests</b>  <b>Notes:</b> Ms. Spray asked Chair Ballard if there were any outstanding data requests. Chair Ballard stated that at the time of the presentation to the Board, he believed there were requests for employment rate and school letter grades, noting that the letter grades were not issued last year. He asked the Committee if there were any outstanding requests. Ms. Barber and Ms. Harrigan stated they had received all information that had been requested.</p> <p>Vice-Chair Spray moved to item B under New Business.</p>
<p><b>New Business</b></p>	<p><b>a. Legal Presentation – Stephen Dye</b>  <b>1. Florida Sunshine Manual</b>  <b>Notes:</b> Following Public Comments, Mr. Stephen Dye provided a handout and an overview of Sunshine Rules. He requested all Committee Members read through the summary of the Florida Sunshine Rules and shared highlights of the requirements. He stated that all Committee related emails should be conducted through District email addresses. He noted that a general public comments section is not required for Committee Meetings and provided information for options. He also spoke regarding public records and ethics law.</p> <p>Mr. Dye answered questions from staff and the Committee.</p>

Following the presentation, Vice-Chair Spray returned to Old Business.

**b. Annual Report Review**

**Notes:** Following Old Business, Chair Ballard asked the new members if they would like to walk through the data points the Committee would like to track for the next year.

Ms. Fredricksen spoke regarding a previous discussion of subcommittees. She requested clarification regarding the Committee Charter.

Following a question, Board Member Foreman confirmed that the revised Charter had been approved by the Board.

Chair Ballard stated that he would like to put an item on a future agenda to assign and volunteer for subcommittees. He requested Committee Members send their subcommittee requests to the Agency Clerk. He further clarified that if anyone has a special skill or desire to serve on a specific subcommittee, to please email the Agency Clerk. He stated he would organize the subcommittee assignments and bring it to the Committee.

Ms. Fredricksen requested information regarding the names and charge of the subcommittees.

Following the discussion, Chair Ballard stated that he would send a brief description of the roles of each subcommittee to the Agency Clerk to distribute to the Committee Members.

Chair Ballard requested to revisit Mr. Stamm's motion from earlier in the meeting.

Ms. Barber stated her understanding that the item was going to be placed on a future agenda, noting the Board Attorney had recommended it be announced on a published agenda.

Mr. Stamm spoke regarding his comments made in response to a public comment.

Board Member Foreman spoke regarding the role of the Committee.

Ms. Fredricksen expressed concerns with utilizing the Committee's time to discuss Mr. Stamm's previous motion.

The Committee held discussion regarding their role.

Mr. Stamm withdrew his previous motion.

The Committee further discussed their role.

Chair Ballard requested a line-by-line, item-by-item report regarding how the District anticipates spending referendum money for the next agenda.

**c. Standards and Role of Committee Reminder**

	<b>Notes:</b> Vice-Chair Spray encouraged Committee Members to reach out to the Agency Clerk with any agenda item requests for staff to be able to provide data and information.
<b>Administrative Matters</b>	<p><b>a. Date of Next Committee Meeting – December 1, 2021 (Tentative)</b>  <b>Notes:</b> December 1, 2021, was noted as the tentative date for the next Committee Meeting.</p> <p><b>b. Agenda Items for Next Committee Meeting</b>  <b>Notes:</b> Vice Chair Spray reiterated her request to send any requests to the Agency Clerk.</p> <p><b>1. Discussion of FY 2022 Anticipated Commitments</b>  <b>Notes:</b> There was no discussion.</p>
<b>Comments from Committee Members, Board Members, and Staff</b>	<b>Notes:</b> Vice-Chair Spray thanked the Committee Members for their work. Mr. Stamm spoke regarding Chair Ballard's topic of anticipated commitments.
<b>Adjournment</b>	<b>Notes:</b> Vice-Chair Spray adjourned the meeting at 3:27 PM.

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Chairman, Committee

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Note Taker, Committee