



## THE SCHOOL DISTRICT OF LEE COUNTY

### *Finance Advisory Committee*

*October 18, 2017*

Meeting Minutes

**Committee Members Present:** Kenneth Boyd, Paul Cohen, John DiBiaso, Ramie Hall, Todd Maurer, Ramsey Quartey, Bret Randle, Randy Scott, Terrance Siler, John Steakley, William Tubb, Shawn Williams

**Committee Members Absent - Excused:** David Moreland, Daryl Teblum

**Committee Members Absent - Unexcused:** Jason Schwartz

**Board Member:** Melisa Giovannelli

**Lee County School Personnel Present:** Kelly Letcher

**Recording Secretary:** Barb Gill

### **WELCOME**

Mrs. Kelly Letcher called the meeting to order at 4:01 p.m. and then welcomed everyone to the committee. The members then introduced themselves.

### **ELECTION OF OFFICERS**

Ms. Letcher continued by opening the floor to anyone who would like to volunteer or to nominate someone for the Chairperson position. Mr. Paul Cohen asked to be considered for that position. With no other nominees, it was then voted upon and passed unanimously.

Ms. Letcher then asked if anyone that would like to volunteer or to nominate someone for the Vice-Chairperson position. Mrs. Ramie Hall asked to be considered for that position. With no other nominees, it was then voted upon and passed unanimously.

### **APPROVAL OF MINUTES**

The minutes from the August 16, 2017 meeting were approved unanimously.

Ms. Letcher then reminded the Committee that at the last meeting, the FAC made a motion to the Board to recommend an efficiency study, based on the data scan, be performed to determine if a full operational audit is necessary. At the School Board meeting on October 17th, the Board approved the recommendation and will be moving forward with that study.

### **DISCUSSION/VOTE ON DATES FOR MEETINGS FOR FY18**

It was approved unanimously that the Committee meet the third Wednesday of every month, except for the March date due to Spring Break. The following dates were approved for FY18:

November 15, 2017	February 21, 2018
December 20, 2017	March 14, 2018
January 17, 2018	April 18, 2018

## PUBLIC COMMENT (3 MINUTE LIMIT)

N/A

## BOARD MEMBER'S REPORT

Ms. Melisa Giovannelli informed the FAC that the Board approved their recommendation for an efficiency study at their October 17, 2017 meeting.

She then explained that the Board also voted for additional funds for the Bonita Springs High School. The need for additional funds came from a procedures issue. The Construction Department has developed a new process for estimating and bidding future projects, and will move forward with this new process which will create accountability by using a phased approach for cost estimating. She included that Wright Construction has been hired to do consulting and auditing for the construction costs.

During the discussion regarding the change in the construction process, it was decided to request the Construction Department to present to the Committee in November and to request the Procurement Department be present, in order to answer any questions.

Ms. Giovannelli shared that the Construction Advisory Committee will be involved with the building of the Gateway High School. The Finance Advisory Committee members would also like to be involved. More information will be shared at the next meeting.

A discussion ensued regarding the FAC's Mission Statement and what the direction should be for this year. It was suggested that Ms. Giovannelli ask the Board what direction they would like us to proceed with for FY18.

The next topic brought forward was regarding House Bill 7069. Ms. Giovannelli added that there are currently 14 Districts that joined the lawsuit. The committee plans to request that Mr. Dodig present an update on House Bill 7069.

The possibility of reviewing the District's budget was the final topic, with the members asking how they could help with the process. Ms. Letcher gave an overview of the process in creating the budget and also explained that the budget aligns with Dr. Adkins' strategic plan - Vision 20/20.

The following was unanimously approved for upcoming topics:

November 15 <sup>th</sup>	Presentation by Operation Planning/Project Management & Facility Development with Procurement for questions
December 20 <sup>th</sup>	Update on House Bill 7069
January 17 <sup>th</sup>	Review of the District Budget

## DISCUSSION OF DUTIES & RESPONSIBILITIES PER THE TRAINING DOCUMENT

Handouts were available for all members regarding the duties and responsibilities of a committee member. Mr. Paul Cohen reviewed the following changes:

- A member who has three absences during a school year will be removed from membership. It was then clarified that this is for ANY absence.
- Each committee is required to make a report to the School Board at least quarterly, at a Board briefing meeting. Paul Cohen will be responsible for this report.

## GOOD OF THE ORDER

The meeting was adjourned at 5:39 p.m. The next meeting is scheduled for **November 15, 2017**, at 4:00 p.m., in the Student Services Conference Room located in Room 01-0002 at 2855 Colonial Boulevard, Fort Myers, Florida.