



# The Town of Hilton Head Island Rescheduled Regular Finance & Administrative Committee Meeting

Tuesday, August 4, 2015  
2:30 p.m. – Conference Room 4

## **REVISED AGENDA**

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As a Courtesy to Others Please Turn Off All Cell Phones and Pagers during the Meeting

1. **Call to Order**
2. **Freedom of Information Act Compliance**  
Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.
3. **Approval of Minutes**
  - a. Finance and Administrative Committee Meeting, 10:45 am, July 28, 2015
4. **Unfinished Business**  
None
5. **New Business**
  - a. Discussion of future implementation and process of the Town's new Public Communication Program and discussion of evaluation point factor system.
6. **Adjournment**

**Please note that a quorum of Town Council may result if four (4) or more of Town Council members attend this meeting.**

**TOWN OF HILTON HEAD ISLAND**  
**FINANCE AND ADMINISTRATIVE COMMITTEE MEETING**

**Date:** July 28, 2015 **Time:** 10:45 a.m.  
**Members Present:** John McCann, *Chairman*; Bill Harkins, Tom Lennox, *Council Members*  
**Members Absent:** None  
**Staff Present:** Greg Deloach, *Assistant Town Manager*; Cindaia Ervin, *Finance Assistant*  
**Others Present:** David Bennett, *Mayor*; Gregg Alford, *Town Attorney*; Ray Deal, *Hilton Head Island-Bluffton Chamber of Commerce/VCB*  
**Media:** Zach Murdock, *Island Packet*

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**1. Call to Order:**

The meeting was called to order at 10:45 a.m.

**2. FOIA Compliance:**

Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

**3. Approval of Minutes:**

- a. Mr. Harkins moved to approve the Minutes from the Finance and Administrative Committee Meeting on July 23, 2015 at 2:00 pm. Mr. Lennox seconded, and the motion passed with a vote of 3-0.

**4. Unfinished Business:**

None

**5. New Business:**

None

**6. Executive Session:**

At 10:46 a.m. Mr. Harkins moved to enter into Executive Session to discuss the negotiations incident to proposed contractual arrangements with the Hilton Head Island-Bluffton Chamber of Commerce and Visitor Convention Bureau, and to discuss the Town Attorney Annual Performance Review. Mr. Lennox seconded and the motion was approved by a vote of 3-0.

Mr. McCann called the meeting back to order at 11:30 a.m., and announced there was no action taken as a result of the Executive Session.

**7. Adjournment:**

Mr. Harkins made a motion to adjourn and Mr. McCann seconded and the motion was approved by a vote of 2-0 as Mr. Lennox left during executive session. The meeting was adjourned at 11:30 a.m.

**Approved:**

**Respectfully submitted:**

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**John McCann, Chairman**

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**Cindaia Ervin, Secretary**