



The Town of Hilton Head Island
Finance & Administrative Committee

Tuesday, September 17, 2019, 2:00 p.m.

Conference Room 3

AGENDA

As a courtesy to others please turn off / silence ALL mobile devices during the Finance & Administrative Committee Meeting. Thank You.

- 1. Call to Order**
- 2. FOIA Compliance** - Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.
- 3. Approval of Minutes**
 - a. Finance & Administrative Committee, August 28, 2019
- 4. Unfinished Business**
 - a. General Discussion Regarding Disaster Planning Reserves.
- 5. New Business-None**
- 6. Adjournment**

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



Town of Hilton Head Island
Finance & Administrative Committee Meeting

Wednesday, August 28, 2019 at 1:00 p.m.

Conference Room 3

MEETING MINUTES

Present from the Committee: Tom Lennox, *Chairman*; Bill Harkins and Glenn Stanford
Council Members

Present from Town Council: John McCann, *Mayor*; David Ames, *Council Member*

Present from Town Staff: Angie Stone, *Director of Human Resources*; Cindaia Ervin, *Finance Assistant*

Present from Media: Katherine Kokal

1. Call to Order

The Chairman called the meeting to order at 1:00 p.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. Finance & Administrative Committee Meeting, August 20, 2019

Mr. Harkins moved to approve the minutes from August 20, 2019. Mr. Stanford seconded. The motion was approved by a vote of 3-0.

4. Executive Session

a. Personnel/Employment Matters:

Discussion of the Town Manager's Annual Performance Review and Compensation

Mr. Lennox stated that an Executive Session was needed to discuss the Town Manager's Annual Performance Review and Compensation.

At 1:01 p.m. Mr. Harkins moved to go into Executive Session for the item mentioned by the Chairman. Mr. Stanford seconded. The motion was approved by a vote of 3-0.

At 1:14 p.m., the Committee returned.

5. Possible actions by the Finance & Administrative Committee concerning matters discussed in Executive Session

Mr. Harkins made a motion to forward the Town Manager’s Annual Performance Review and Compensation information to Town Council for discussion and approval. Mr. Stanford seconded. The motion was approved by vote of 3-0.

6. Unfinished Business-None

7. New Business- None

8. Adjournment

At 1:15 p.m. Mr. Lennox adjourned the meeting.

Submitted by: Cindaia Ervin, Secretary

Approved: _____

Tom Lennox, Chairman

