

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

Date: July 15, 2015 **Time:** 4:00 p.m.
Members Present: John McCann, *Chairman*; Bill Harkins, Tom Lennox, *Council Members*
Members Absent: None
Staff Present: Nancy Gasen, *Director of Human Resources*; Cindaia Ervin, *Finance Assistant*
Others Present: Kim Likins, Lee Edwards, *Council Members*
Media: None

1. Call to Order:

The meeting was called to order at 4:00 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. Mr. Harkins moved to approve the Minutes from the Finance and Administrative Committee Meeting on July 09, 2015 at 9:30 am. 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 4:02 p.m. Mr. Harkins moved to enter into Executive Session to discuss the Town Manager Performance Evaluation Criteria. Mr. Lennox seconded and the motion was approved by a vote of 3-0.

Mr. McCann called the meeting back to order at 4:48 p.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. Lennox seconded. All members voted in favor and the meeting was adjourned at 4:48 p.m.

Approved: July 21, 2015

Respectfully submitted:

John McCann, Chairman

Cindaia Ervin, Secretary