

Please note the time
change for this meeting.



The Town of Hilton Head Island
**Special Finance & Administrative
Committee Meeting**

Wednesday, August 28, 2019, 1:00 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 20, 2019
- 4. Executive Session**
 - a. **Personnel/Employment Matters:**
Discussion of the Town Manager's Annual Performance Review and Compensation
- 5. Possible actions by Finance & Administrative Committee concerning matters discussed in Executive Session**
- 6. Unfinished Business- None**
- 7. New Business- None**
- 8. 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

Tuesday, August 20, 2019 at 3:00 pm

Conference Room 3

MEETING MINUTES

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

Present from Town Council: John McCann, *Mayor*; David Ames, Glen Stanford; *Council Members*

Present from Town Staff: Josh Gruber, *Assistant Town Manager*; 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 3:00 pm.

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, July 16, 2019

Mrs. Becker moved to approve the minutes from July 16, 2019. Mr. Lennox seconded. The motion was approved by a vote of 2-0.

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 3:02 p.m. Mr. Harkins moved to go into Executive Session for the item mentioned by the Chairman. Mrs. Becker seconded. The motion was approved by a vote of 3-0.

At 3:48 p.m., the Committee returned.

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

6. Unfinished Business-None

7. New Business

a. General Discussion Regarding Disaster Planning Reserves.

Due to time constraints, this discussion was postponed until the next regular Committee Meeting.

8. Adjournment

At 3:48 Mr. Harkins moved to adjourn. Mrs. Becker seconded. The motion to adjourn was approved by vote of 3-0.

Submitted by: Cindaia Ervin, Secretary

Approved: _____

Tom Lennox, Chairman