

Horry County Board of Education



Finance Committee Meeting Monday, March 9, 2015

Board members present:

John Poston, Board Member for District 8, and Finance Committee Chair
Jeffrey Garland, Board Member for District 11, and Finance Committee Member
Janet Graham, Board Member for District 7, and Finance Committee Member

Staff present:

Rick Maxey, Acting Superintendent
Daryl Brown, Interim Chief Support Services Officer
John Gardner, Chief Financial Officer
Kenneth Generette, Staff Attorney
Addie Swinney, Chief Human Resources Officer
Rhonda Snowden, Executive Assistant

1. WELCOME

Mr. Poston called the meeting to order at 12:17 p.m. and welcomed those in attendance.

2. ACKNOWLEDGE COMPLIANCE WITH FOIA

As required by SC Law 30-4-80, local news media were informed of the date, time, place, and agenda of this meeting. Copies of the agenda were posted at the District Office and distributed to the schools for posting.

3. INTRODUCTIONS

Each person in attendance introduced themselves.

4. REVIEW AND APPROVAL OF AGENDA

A motion was made by Mr. Garland and seconded by Mrs. Graham to approve the agenda as presented. The motion carried.

5. NEW BUSINESS

A. Annual Financial and Procurement Audit (RFP)

John Gardner shared that sometime ago, the Board Chair mentioned the Board would like the District to put out an RFP again for procurement services. When we last put out an RFP, it was March 1, 2012, for a 3-year term, with two additional one-year renewals if so desired by the District. If we are going to look at putting out an RFP for procurement services, we will need to do this soon because there will be approximately a 60-day turnaround. Mr. Gardner recommends that we go ahead and extend the contract with our current auditors for an additional year. Mr. Gardner stated the reasoning behind this is because we currently have an RFQ out for design-build services. A component of the evaluation is they are supposed to provide us three years of financial statements. Mr. Gardner would like for us to have some continuity with our current auditors to help us review those statements to make sure that those who are bidding are a viable economic entity. Mr. Garland stated that we have been using the same auditors for a while, and if anything has been missed, it may continue to be missed when the same auditors continue to perform the audit. Following discussion of the pros and cons of putting out an RFP at this time for procurement services, the consensus of this Committee is to allow the District to extend the current contract for financial auditing services for one year, and to put out an RFP in January of 2016 for financial auditing services.

B. Letter from Dr. Paul Browning Requesting Support for Lacrosse at Socastee High School

This Committee previously approved funding for Lacrosse, and at that time, specifically excluded Socastee High School because the funding approved at that time was for the start-up of Lacrosse programs, and Socastee High School already had a program in existence. It was pointed out that at the time that Socastee High chose to begin their Lacrosse, they did so with the understanding that the District would not provide funding at that time. Mr. Gardner drew attention to the spreadsheet that was submitted, which stated an equipment cost of \$10,521. After further review and discussion, a motion was made by Mrs. Graham for this Committee to make a recommendation to the full Board to give \$10,500 funding to Socastee High School to provide support of their Lacrosse program. The motion was seconded by Mr. Garland and carried unanimously. Mr. Gardner stated we will be utilizing the undesignated fund balance.

C. Employee Benefit Enrollment & Communication Services (RFP)

Mr. Gardner shared that we have an RFP out for employee benefit and communication services. When a new employee is hired, they have approximately 30 days to make decisions on the type benefit coverages they want. There are State offered benefits and there are also benefits offered through local providers, such as AFLAC, Colonial, etc., offering types of insurance coverage such as accident, disability, cancer, heart attack, whole life, universal life, etc. It can be difficult for an employee to make those decisions on their coverage and communicate that with or return to the District Office to sign up within the 30 days allotted. We are hoping to find a company who will represent several different products and who will meet with employees at their place of employment, which we believe will be a service to our employees. A service such as this is at no cost to the District. Larger districts like Charleston, Greenville, Richland One, and Beaufort are already offering this type of service for their employees. A District committee of employees including principals, teachers, and staff, will select the products that will be offered,

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and this company will be responsible for finding the best product(s) for the price. We may include a higher end and lower end product so that employees will have a choice. The company will meet with the employees and share information about the State offered benefit; as well as, these ancillary types of policies. This Committee will not make a recommendation on this item and defers this to the Human Resources Committee for discussion.

D. Next Meeting Date and Agenda Items

The next meeting of the Finance Committee was scheduled for April 16, 2015, at 12:00 noon, to be held at the Facilities Complex, 1160 E Hwy. 501, Conway, SC. Discussion items to be included on the agenda are: 1) Procurement of Legal Services, and 2) Preliminary Draft Budget. The Superintendent was asked to determine how the District procured the current legal services, as well as research how other Districts procure legal services.

6. Adjournment

A motion was made by Mr. Garland and seconded by Mrs. Graham to adjourn the meeting. The motion carried and Mr. Poston adjourned the meeting.

Respectfully submitted,

Rhonda Snowden
Executive Assistant to the Superintendent
and Horry County Board of Education

Approved:


Chair, Finance Committee
5/1/15