



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

Tuesday, September 13, 2016

**10:00 AM** – Conference Room 3

## AGENDA

Please make  
note of meeting  
start time.

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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, August 2, 2016.
4. **Unfinished Business**  
None
5. **Executive Session**
  - a. Discussion Regarding the Town Attorney Annual Performance Review.
6. **New Business**
  - a. General Discussion Regarding the First Tee Funding.
  - b. General Discussion of Town Council Attendance Fee/Salary Cap.
7. **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:** August 2, 2016 **Time:** 2:00 p.m.  
**Members Present:** John McCann, *Chairman*; Bill Harkins, Tom Lennox, *Council Members*  
**Members Absent:** None  
**Staff Present:** Nancy Gasen, *Director of Human Resources* and Cindaia Ervin, *Finance Assistant*  
**Others Present:** David Bennett, *Mayor* and David Ames, *Council Member*  
**Media:** None

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**1. Call to Order:**

The meeting was called to order at 2:05 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:**

None

**4. Unfinished Business:**

None

**5. New Business:**

None

**6. Executive Session:**

- a. At 2:06 p.m. Mr. Harkins moved to enter into Executive Session to discuss the Town Manager annual performance review and also 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 2:35 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. The motion passed with a vote of 3-0. The meeting was adjourned at 2:35 p.m.

**Approved:**

**Respectfully submitted:**

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**John McCann, Chairman**

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**Cindaia Ervin, Secretary**