

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

APPROVED

Date: July 21, 2015 **Time:** 2:00 p.m.
Members Present: John McCann, *Chairman*; Bill Harkins, Tom Lennox, *Council Members*
Members Absent: None
Staff Present: Don Kirkman, *Executive Director of Economic Development Corporation*; Erica Madhere, *Finance Administrator*; Cindaia Ervin, *Finance Assistant*
Others Present: Steve Riley, *Town Manager*; Kim Likins, *Council Member*
Media: None

1. Call to Order:

The meeting was called to order at 2:03 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 15, 2015 at 4:00 pm. 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 2:04 p.m. Mr. Harkins moved to enter into Executive Session to discuss the negotiations incident to proposed contractual arrangements and proposed sale or purchase of property. Mr. Lennox seconded and the motion was approved by a vote of 3-0.

Mr. McCann called the meeting back to order at 2:54 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 2:55 p.m.

Approved: July 23, 2015

Respectfully submitted:

John McCann, Chairman

Cindaia Ervin, Secretary