



NORTH COUNTY EDUCATIONAL PURCHASING CONSORTIUM
SPECIAL BOARD MEETING MINUTES

December 19, 2017

Debbie Kelly called the meeting to order at 9:03 a.m.

Pledge of Allegiance

Member Districts in attendance:

- *Bonsall Unified School District – Alexis Kohler
- *Carlsbad Unified School District – Michelle Johnson
- *Del Mar Union School District – Brenda Gachuz
- *Encinitas Union School District – Sher Hoff
- *Fallbrook Union Elementary School District – Kara Allegro
- *Fallbrook Union High School District – Brenda Mefford
- *Mira Costa Community College District – BB Boynton
- *Oceanside Unified School District – Debbie Kelly
- *Palomar College – Teresa Wacker
- *Poway Unified School District – Janay Greenlee
- *Ramona Unified School District – Doris Fitzpatrick
- *San Dieguito Union High School District – Doug Gilbert
- *San Marcos Unified School District – Nick Brizeno
- *Valley Center/Paula Unified School District – Lauren Holt
- *Vista Unified School District – Diana Johnson

1. Approval of Agenda (D/A):

Debbie Kelly presented the agenda. Brenda Gachuz moved to approve the agenda as presented. Motion seconded by Sher Hoff. Motion carried unanimously.

2. Welcome Guests (D):

Debbie Kelly introduced the new Fiscal Services director in Oceanside, Dawn Campbell.

3. Approve Treasurer's Report for December 13, 2017 (D/A):

Alexis Kohler presented, stating that she made a deposit after the December 13 holiday brunch, and would be making another one today. Doug Gilbert moved to approve the December 13, 2017 Treasurer's Report. Motion seconded by Janay Greenlee. Motion carried unanimously.

4. Approve Award of Office and Classroom Supplies Bid (D/A)

Brenda Gachuz presented. Eight bids were received and there were 25 tie breakers, selected by coin toss. Doris Fitzpatrick moved to approve as presented. Motion seconded by Janay Greenlee. Motion carried unanimously.

5. Approve Award of Xerographic Paper Supplies Bid (D/A):

Kara Allegro presented. Sher Hoff moved to approve as presented. Motion seconded by Michelle Johnson. Motion carried unanimously.

6. Approve Renewal of Furniture and Equipment Supplies Bid (D/A):

Debbie Kelly presented. The bid was awarded in December of 2016, and a supplemental bid was awarded in June of 2017. Both were due to expire on December 31, 2017. This is the second of a possible three year contract. Kara Allegro moved to approve as presented. Motion seconded by Janay Greenlee. Motion carried unanimously.

7. Round Table Discussion (D):

- It was pointed out that on the office supply bid, one line item had no price shown. Brenda was going to look into that. Last year all items that showed no usage for the past two years were removed from the bid list. She will likely remove the transparencies as well since they are not really used any longer.
- There was a discussion regarding advertising of bids. The Daily Journal has proven much more economical than the Union Tribune. Everyone was encouraged to use The Daily Journal. Alexis was going to send out the contact information for The Daily Journal to the group.

8. Adjournment (D/A):

Moved: Sher Hoff

Seconded: Janay Greenlee

Motion carried unanimously

Time: 9:27 a.m.