



North County Educational Purchasing Consortium

Administrative Committee Meeting Minutes
January 10, 2018

Districts in attendance:

Lynne Kotas, San Marcos Unified School District
Kara Allegro, Fallbrook Union Elementary District
Debbie Kelly, Oceanside Unified School District
Douglas Gilbert, San Dieguito Union High School District
Alexis Kohler, Bonsall Unified School District
Michelle Johnson, Carlsbad Unified School District
Kimberly Castagnola, San Diego County Office of Education

1. Call to Order

Kara Allegro called the meeting to order at 8:36 a.m.

2. Agenda Items for the February 7, 2018 Board Meeting

- a. Pledge of Allegiance
- b. Approval of Agenda
- c. Welcome Guests
- d. Approve December 13, 2017 Board Meeting Minutes
- e. Approve December 19, 2017 Board Meeting Minutes
- f. Approve January 10, 2018 Administrative Committee Meeting Minutes
- g. Approve February 7, 2018 Treasurer Report
- h. Old Business
 - Training
 - NCEPC By-Laws
- i. New Business
- j. Discuss upcoming bid for future board meetings
 - Bottled Water Bid (Janay)
 - CNS Dairy Bid (Michelle)
 - CNS Snack and Drink Bid (Michelle)
 - CNS Paper Bid (Guiselle)
 - Copier Bid (Janay)
- k. Approve Award Data Processing Supplies Bid (Sheri)
- l. Approve Award Health and Athletic Supply Bid (Janay)
- m. Approve Amendment #5 Computer Printer Bid (Doug)
- n. Acclamations
- p. Round Table Discussion

3. Round table discussion

Kara opened up discussion on whether or not the Administrative Committee meeting should be considered a public meeting, and suggested that it was not a formal board meeting. Therefore no public advertisement of meeting and agenda was necessary. There was some disagreement to this and it was decided to add this to Old Business at the February 7th board meeting. We need to form a committee to review by-laws and then vote on any changes. Everyone was in agreement with this decision.

Lynne stated she may have another item for the February board meeting concerning the Art Supplies (K-6) bid, after discussing with Guiselle. This concerned the discussion from the December 13 board meeting regarding the method of award for line items and/or groups of line items.

4. Adjournment

Kara Allegro adjourned the meeting at 8:58 a.m.