



North County Educational Purchasing Consortium

Administrative Committee Meeting March 6, 2019

Districts in Attendance

Sharon Clay, Cajon Valley Union School District
Douglas Gilbert, San Dieguito Union High School District
Michelle Johnson, Carlsbad Unified School District
Debbie Kelly, San Dieguito Union High School District
Alexis Kohler, Bonsall Unified School District
Lynne Kotas, San Marcos Unified School District
Kimberly Castagnola, San Diego County Office of Education

1. **Call to Order**

Debbie Kelly called the meeting to order at 8:32 a.m.

2. **Agenda items for April 3, 2019**

- a. Pledge of Allegiance
- b. Approval of Agenda
- c. Welcome Guests
- d. Public Comment
- e. Approve February 6, Board Meeting Minutes
- f. Approve March 6, 2019 Administrative Committee Meeting Minutes
- g. Approve April 3, Treasurer Report
- h. Approve Draft of Budget
- i. Old Business
 - Training
- j. New Business
- k. Discuss upcoming bid for future board meetings
 - Bottled Water Bid
 - CNS Dairy Bid
 - CNS Paper Products
 - CNS Snack and Drink Bid
 - Copiers Bid
- l. Nominations of Officers for 2019-2020
- m. Holiday brunch
- n. Approve Award Printers, Computers Bid
- o. Approve Award Computers, High End Bid
- p. Approve Amendment #1 Paper Xerographic
- q. Approve Amendment #9 and #10 CNS Paper Products
- r. Approve Amendment #1 Data Processing Supplies Bid
- s. Acclamations

n. Round Table Discussion

3. **Round table discussion**

Sharon: Discuss Board Docs – received quote \$2800/year for light version and waive one time implementation. All documentation for bid agenda items should be sent out by Friday before board meeting. Discussion with group regarding better ways to get board information out to everyone. This led to further discussion of current NCEPC bids, use of piggyback bids, costs, raising dues, cost of holiday brunch. Alexis will review budget.

Lynne: Asked about an M&O flooring bid for multiple sites and adding unit pricing component. Discussion with group.

Michelle: Asked how other districts handled PTA contracts. Discussion with group.

4. **Adjournment**

Debbie Kelly adjourned the meeting at 9:48 a.m.