



# North County Educational Purchasing Consortium

## Administrative Committee Meeting Minutes March 1, 2017

Districts in attendance:

Kara Allegro, Fallbrook Union Elementary School District  
Alexis Kohler, Bonsall Unified School District  
Lynne Kotas, San Marcos Unified School District  
Teresa Wacker, Palomar College  
Kimberly Castagnola, San Diego County Office of Education  
Doug Gilbert, San Dieguito Union High School District  
Debbie Kelly, Oceanside Unified School District  
Sharon Clay, Cajon Valley Union School District

### 1. Call to Order

Lynne Kotas called the meeting to order at 8:35 a.m.

### 2. Agenda Items for the April 5, 2017 Board Meeting

- a. Approve February 1, 2017 Board Meeting Minutes
- b. Approve March 1, 2017 Administrative Committee Meeting Minutes
- c. Approve April 5, 2017 Treasurer Report
- d. Old Business
  - i. Training
  - ii. Update legal review of boiler plate to include for AB626
  - iii. Update legal review under \$15,000 bid boiler plate
- e. New Business
  - i. JPA Information
  - ii. Bylaws
  - iii. Digitize NCEPC archives
- f. Nomination for officers for NCEPC Board 2017-2018
- g. Draft Budget Review
- h. Discuss Upcoming Bids with September Start Date
- i. Approve Award of Printer Bid
- j. Acclamations
- k. Round Table Discussion

### 3. Round table discussion

A question was raised about voting rights for associate members of the NCEPC. Debbie Kelly stated that the original JPA left room for interpretation on voting rights however, an amendment to the original JPA document which was created in 2006 clarifies the voting rights of associate members. It was noted that it would be good to find the meeting minutes from 2006 to ensure that the amendment was approved. All in attendance agreed that the amendment clarifies the question of whether or not associate members have voting rights. Kara Allegro stated that she would send an email to Julio Gomez with San Diego Unified School District explaining the determination of the board. Sharon Clay mentioned that Guiselle Carreon had asked if the NCEPC would support presentations/workshops on various subjects such as CUPCCAA, SB-854 updates, etc. Debbie Kelly stated that it would be nice to add those presentations to the end of a consortium meeting. All were in agreement that it would be good to offer such presentations/workshops to the group.

### 4. Adjournment

Lynne Kotas adjourned the meeting at 9:18 a.m.