

Joint Administrative Services Board
November 25, 2013 Called Meeting 1:00 pm

At a called meeting of the Joint Administrative Services Board held on Thursday, November 25, 2013 at 1:00 pm in Berryville Clarke County Government Center Meeting Room AB, Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor; Berryville, Virginia.

Members Present

Sharon Keeler; David Ash; J. Michael Hobert; Michael Murphy; Chip Schutte

Members Absent

None

Staff Present

Tom Judge; Gordon Russell, Ed Shewbridge

Others Present

None

1. Call to Order - Determination of Quorum

At 1:00 pm, Chairman Schutte called the meeting to order.

2. Motion for Closed Session.

J. Michael Hobert, seconded by David Ash, moved to convene into Closed Session: "Be it resolved that the Joint Administrative Services Board go into Closed Session pursuant to Code of Virginia Section 2.2-3711(A)(30) for the purpose of discussing the award of public contracts for (1) an Enterprise Resource Management system (ERP), and (2) for an ERP Evaluation Consultant."

The motion carried as follows:

David Ash - Aye
J. Michael Hobert - Aye

Sharon Keeler - Aye
Michael Murphy - Aye
Charles "Chip" Schutte - Aye

3. Motion to Come Out of Closed Session.

Mike Murphy, seconded by Sharon Keeler, moved to reconvene in open session: "Be it resolved that the Joint Administrative Services Board come out of Closed Session."

The motion carried as follows:

David Ash - Aye
J. Michael Hobert - Aye
Sharon Keeler - Aye
Michael Murphy - Aye
Charles "Chip" Schutte - Aye

4. Certification.

Mike Murphy, seconded by Sharon Keeler, moved to execute the following Certification of Closed Session: "Each member hereby certifies that, to the best of their knowledge, the only matters discussed during the closed session just concluded were those both lawfully exempted from the open meeting requirements, and those identified in the motion by which the closed session was convened."

The motion was approved by the following roll call vote:

David Ash - Aye
J. Michael Hobert - Aye
Sharon Keeler - Aye
Michael Murphy - Aye
Charles "Chip" Schutte - Aye

5. Action or Direction on ERP System Procurement and/or ERP Evaluation Consultant.

Following Closed Session, Mike Murphy, seconded by David Ash, moved to direct staff to pursue additional information and contacts with Tyler Munis and Plante Moran. The motion carried by the following vote:

David Ash - Aye
J. Michael Hobert - Aye
Sharon Keeler - Aye
Michael Murphy - Aye

Charles "Chip" Schutte - Aye

6. Staff Augmentation.

Following discussion of the need for staff augmentation, the Board instructed Tom Judge to follow up with Plante Moran provide it the results of that follow up.

Next Meeting

The next regular meeting is scheduled for December 16, 2013.

Adjournment

Chairman Schutte adjourned the meeting at 3:30 pm.

Minutes Recorded and Transcribed by Lora B. Walburn