

Anderson County Board of Commissioners
Financial Management Committee
Meeting Minutes

February 9, 2026
4:00 PM, Room 312

Members Present: Mayor Terry Frank (Committee Chair), Commissioner Tracy Wandell (Vice-Chair), Commissioner Denise Palmer, Commissioner Michael Foster, Director of Schools Dr. Tim Parrott, and Commissioner Tim Isbell.

Members Absent: Highway Superintendent Gary Long

Others Present: Finance Director Robby Holbrook, Deputy Finance Director Paul Richardson, and Finance Department Employee Libby Smith.

Call to Order: Committee Chair Mayor Terry Frank called the meeting to order.

- I. **Appearance of Citizens:** No citizens were present to speak.
- II. **Approval of Agenda:** Motion by Director of Schools Dr. Tim Parrott, seconded by Commissioner Michael Foster, to approve the agenda as presented. *Motion passed.*
- III. **Claxton Bond #2/Summary of Outstanding Debt:**
Finance Director Robby Holbrook presented the current summary of outstanding debt and informed the committee that the bond sale is scheduled for February 11, with the bond closing set for March 6.
- IV. **FMPP Chapters 5, 8, 10, & 13 from July 2025 meeting:**
Finance Director Robby Holbrook presented revisions to the Financial Management Policies and Procedures (FMPP) that were approved by the Law Director and had been previously approved at the July 2025 meeting pending LD approval. He further advised that the Finance Department will present Chapter 5 for additional review at the next meeting.

Motion by Commissioner Michael Foster, seconded by Commissioner Tim Isbell, to approve the policy changes to chapters 8, 10, & 13 of the Financial Management Policies and Procedures (FMPP). *Motion Passed.*
- V. **FMPP Chapter 9 Purchasing/P-card Policy update and rebates:**
Finance Director Robby Holbrook presented proposed revisions to Chapter 9 of the Financial Management Policies and Procedures (FMPP) that strengthen requirements related to P-Card purchases, coding, and blanket requisitions. He also informed the committee of increased rebates being received under the new P-Card vendor, U.S. Bank.

Motion by Commissioner Michael Foster, seconded by Commissioner Tracy Wandell, to approve the policy changes to Chapter 9 of the FMPP. *Motion Passed.*

VI. Comptroller Memo Regarding Penny Discontinuance/Policy Changes:

Finance Director Robby Holbrook presented a memorandum from the Comptroller regarding the discontinuance of the penny and possible related policy changes.

VII. FY 25 Audit Exit Policy Recommendation on County Vehicle Identification:

Finance Director Robby Holbrook presented the audit recommendation to require county vehicles to be clearly marked as such. He also reviewed the County Vehicle Identification Policy previously approved by this body on February 12, 2024.

Motion by Commissioner Tim Isbell, seconded by Director of Schools Dr. Tim Parrott, to authorize Director Holbrook to distribute a memo to all departments to ensure compliance.

VIII. Review of Current Revenue Collections and Expenditures in the General Fund:

Finance Director Robby Holbrook presented current revenue collections and expenditures in the General Fund for informational purposes.

IX. New Business – None.

X. Unfinished Business – None.

XI. Meeting Adjourned