



**SPECIAL MEETING OF THE PURCHASING TASK FORCE  
REPORT OF THE OPEN SESSION**

Monday, July 24, 2023 – 9:30 a.m.  
Laguna Woods Village Community Center Sycamore Room

**DIRECTORS PRESENT:** Bunny Carpenter – Chair, Jim Hopkins, Thomas Tuning, Lenny Ross, Donna Rane-Szostak, Advisor: Carl Randazzo

**DIRECTORS ABSENT:** Andy Ginnochio

**STAFF PRESENT:** Jose Campos, Dan Hoxie Erika Hernandez

**OTHERS PRESENT:** Third – S.K. Park

**Call to Order**

Director Bunny Carpenter, President, chaired the meeting and called it to order at 9:33 a.m.

**Acknowledgement of the Media**

The meeting is made available via Zoom for members of the community to participate virtually.

**Approval of Agenda**

A motion was made and carried unanimously to approve the agenda as presented.

**Approval of the Meetings Reports for May 25, 2023 and June 22, 2023**

A motion was made and carried unanimously to approved the meeting reports as presented.

**Chair Remarks**

President Carpenter stated that the purpose of the meeting is to review and update the Purchasing Policy.

**Member Comments (Items not on the Agenda)**

None.

**Purchasing Policy Update**

The committee thoroughly reviewed and discussed the current Purchasing Policy and made multiple changes.

Staff was directed to implement suggested changes and provide a new draft at the next scheduled meeting. No further action.

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**Task Force Member Comments**

None.

**Date of Next Meeting**

The date of the next meeting is To Be Determined

**Adjournment**

The meeting adjourned at 12:17 p.m.

*Bunny Carpenter*

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Bunny Carpenter, Chair



# Purchasing Task Force Report 2023-07-24 OPEN (draft)

Final Audit Report

2023-10-11

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