



Proposition R



At Work!

## **Southwestern Community College District**

### **Proposition R Citizens' Bond Oversight Committee September 17, 2013**

#### **MINUTES**

##### **1. CALL TO ORDER**

The meeting was called to order at 5:34 p.m.

Members Present: Robert Clark, Lou Ferraro, Adela Garcia, Michael Govea, Matt Kriz, Robert Muff, Nicholas Segura

Members Absent: None.

Staff Present: Mark Claussen, Steve Crow, Lillian Leopold, Melinda Nish

##### **2. PUBLIC COMMENT**

None.

##### **3. APPROVAL OF MINUTES OF MARCH 19, 2013 & JULY 16, 2013 (ENCLOSURE)**

Motion: Segura, Second: Muff. Vote: all ayes. Adela Garcia abstained.

##### **4. BOARD DOCS DISCUSSION**

BoardDocs is behind in their process of extended memberships. We had anticipated completion before July 1, 2013. Melinda will follow up with BoardDocs. A brief explanation of the function of BoardDocs was given by Melinda. We hope to have a training session (10-15 minutes) at the December 17, 2013 meeting. Maybe in early December we can provide a training of how to use BoardDocs. The committee will be able to access the site and click on 'Public Access' to view meeting information.

##### **5. BYLAWS TRAINING**

Carlos Villafuerte, Stradling Yocca Carlson & Roth, provided training for committee members regarding the Prop R CBOC Bylaws. (Last updated 7-13-11).

## **6. UPDATES ON CURRENT PROJECTS**

Mark Claussen distributed copies of a document containing updates on the current Prop R projects. There was a review and discussion of the document. There is a projected occupancy date of August 1, 2014 for the Field House and Stadium. Friday, October 18, 2013 at 1:00 there will be a bottoming out ceremony. The committee members will be invited to this ceremony.

## **7. OTHER ITEMS**

Matt raised the subject of the annual report and the annual audit, to find out where we are in the process in order to schedule the development of the annual report. Steve spoke with the auditor and has not received an update of where they are in the development of the audit, but will get the information for the committee. He does not anticipate any problems. Steve will email Matt the information he receives. Matt stated that he would prefer the committee receive preliminary audit report at the December meeting. Also he would like to receive an updated annual report for review at the December meeting. The committee may possibly meet in January to finalize the report in order to submit to Governing Board in February 2014 for approval. It would be great to stay on the same timeline as last year.

Steve shared that staff is excited about the projects progressing and picking up speed, as well as the securing of architectural firms and beginning of the planning process for the major projects. Sustainability will be seriously considered going forward.

## **8. COMMITTEE COMMENTS / REQUESTS**

None.

## **9. ADJOURNMENT**

The meeting was adjourned at 6:45 by Motion: Segura, Second: Garcia.