



## **COLLEGE OF THE SISKIYOU'S CITIZENS' BOND OVERSIGHT COMMITTEE**

### **MINUTES**

**Monday, December 17, 2007**

**2:00 p.m. – 4:00 p.m.**

**Board Room - Weed Campus**

**Item 1.**

Call to Order and Attendance

The following members provided brief introductions:

James Wrobel, Chair

Robert McCrillis, Financial Consultant

Earl Wilson, City Administrator

Rand Roselli, Foundation President

Norman Shaskey, CPA

Barbara Dillmann, Retired Educator

Robert Rice, Foundation Liaison

Tim Bollman, Project Manager, Parsons 3D/I

Kent Gross, Controller

Steve Crow, Vice President, Administrative and Information Services

W. David Pelham, Superintendent/President

Rose Applewhite, Recording Secretary

**ABSENT:**

Allison Leal

Dwayne Jones

Tom Moore

Walt Jennings

**Item 2.**

Public Comment

There was no public comment.

**Item 3.**

Annual District/Bond Audit

It was moved and seconded (Shaskey/Dillmann) to accept the annual district/bond audit report. The motion carried with the following vote: 7 ayes, 0 noes, 4 absent.

The Annual District Report/Bond Audit will be sent out via e-mail in order to obtain feedback from absent members. Input requests will be due by Friday, December 21, 2007.

Item 4. Review/Discuss Draft Annual Report

The Annual Report, prepared by Rose Applewhite and Kent Gross, was presented to the Committee for review. Following discussion, the Committee gave tentative approval, pending feedback from absent members. The Draft Annual Report was e-mailed to absent members with an adequate timeline to provide feedback to the secretary.

Pending feedback, the Draft Annual Report will be presented to the Governing Board of the Siskiyou Joint Community College District for consideration of approval at its meeting scheduled for Tuesday, January 8, 2008.

### **STAFF REPORTS**

Item 5. Progress Reports from Dan Prideaux / Mark Healy

Dan Prideaux, Program Manager, provided a progress report on the following projects:

- Update on Master Schedule/Master Budget
- Review of Bond Projects
  - Tactical Training – complete by December 10.
  - Locker Room Renovation - Completed
  - Electrical Upgrades
  - Emergency Services Training Center
  - Rural Health Institute

### **ACTION ITEMS**

#### Consent Agenda

Item 6. Reading of the Minutes – Enclosed

Minutes of the 4<sup>th</sup> meeting, a regular meeting, held on Monday, June 4, of the College of the Siskiyous Citizens' Bond Oversight Committee was approved.

Item 7. Summary of Bond Projects

A statement showing a summary of revenue and expenditures for bond projects was approved.

### **REGULAR AGENDA**

Item 8. Set Date and Location for Next Committee Meeting

Dr. Pelham determined the next meeting will be set for sometime in April 2008, pending the ground breaking for the Rural Health Institute.

Item 9. Other

Dr. Pelham stated that his goal was to make sure everything is in place and nailed down before he leaves. He has asked Dan Prideaux to bring a plan to the January Board meeting which will outline everything from now to the end of the Bond program to eliminate any confusion.

Dr. Pelham further stated that he is scheduled to begin work at Cuesta on March 3, 2008.

It is anticipated that the second bond issuance will be offered sometime in March 2008. We are currently trying to assess, in the most efficient manner, regarding the issuance of Bond fees. A consultant will be hired to give us a different set of eyes during this process.

Item 10. Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 3:06 p.m.