



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

### **Minutes**

**Monday, January 31, 2011  
2:00 p.m. – 4:00 p.m.  
Board Room – Weed Campus**

Item 1. Call to Order and Attendance

The 14<sup>th</sup> meeting was called to order at 2:00 p.m. by Randy Lawrence in the absence of James Wrobel, Chair. The following Committee members were present:

Norman Shaskey, CPA  
Connie Marmet, Retired Businesswoman  
Barbara Dillmann, Retired Educator  
Earl Wilson, City Administrator  
Robert McCrillis, Financial Consultant  
Rand Roselli, Foundation Board  
Margaret Dean, Business Owner  
Randy Lawrence, Superintendent/President

Also Present:

Steve Crow, Vice President, Administrative and Information Services  
Kent Gross, Controller  
Kathy Gassaway, Recording Secretary

Absent:

James Wrobel, Chair  
Barry Ohlund, Business Owner  
Robert Rice, Board of Trustees  
Rex Cozzalio, Foundation Board

Item 2. Announcement of Open Forum Procedures

There were no open forum items presented.

### **REPORTS / NO ACTION**

Item 3. Progress Reports

The progress report was distributed and reviewed. Kent noted that there hasn't been much activity since last June. The Bond Anticipation Note will come due in 2013. It is anticipated that it will be at least 2013 before the last round of bonds will be issued based on the current economy of the County.

Steve reviewed the Life Science project, which is being funded by the State. Bids were recently completed for the demolition of Abner Weed and Greenshields Halls. Another potential use of bond funds is signage for the campus.

- Item 4. Review and Discuss Independent Auditor's Report  
Kent Gross presented the annual audit report from Nystrom and Company representing the fiscal year of 2009-2010. The audit is clean with no findings.

## **ACTION ITEMS**

### **Consent Agenda**

- Item 5. Reading of the Minutes  
It was moved and seconded (Shaskey/Marmet) to approve the minutes of the 12<sup>th</sup> meeting held on Monday, March 8, 2010 and the 13<sup>th</sup> meeting held on Monday, May 3, 2010 with the correction showing Barbara Dillmann as present at the May 3<sup>rd</sup> meeting. The motion carried with the following vote: 7 ayes, 0 noes, 3 absent.

## **REGULAR AGENDA**

- Item 6. Citizen's Bond Oversight Committee Annual Report  
A draft of the annual report was reviewed. Kent noted that the report has been shortened some by not listing details of the completed projects. We are also working on getting new pictures. Barbara Dillmann noted that the report says that the committee is attempting to meet quarterly, which is not currently necessary because there are no uncompleted projects at this time. This will be changed to say the committee will meet as needed. It was moved and seconded (Marmet/Wilson) to accept the annual report with the changes discussed. The motion carried with the following vote: 7 ayes, 0 noes, 3 absent. A final copy will be approved by an email vote in May.
- Item 7. Other  
The next meeting will be held when the next audit report is received which will be during the first quarter of 2012. Kent suggested having the meeting during the first week of February.
- Item 8. Adjournment  
There being no further business to discuss, the meeting was adjourned at 2:41 p.m.