



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

### **Minutes**

**Thursday, June 13, 2013**

**10:00 a.m.**

**Board Room – Weed Campus**

Item 1. Call to Order and Attendance

The 15th meeting was called to order at 10:06 a.m. by Randy Lawrence. The following Committee members were present:

Norman Shaskey  
Connie Marmet  
Barbara Dillmann  
Robert McCrillis  
Barry Ohlund  
Margaret Dean  
Randy Lawrence, Superintendent/President

Also Present:

Dr. Robert A. Frost – Vice President, Student Learning  
Scotty Thomason – Interim Vice President, Administrative Services  
Kent Gross - Controller  
Kathy Gassaway - Recording Secretary

Absent:

Earl Wilson

Randy noted that Jim Wrobel submitted his letter of resignation from the Bond Oversight Committee and as chairperson in 2012. A motion was made and seconded (Marmet/Shaskey) to elect Barbara Dillmann as the new chairperson. The motion carried unanimously.

Scotty explained that the committee will be reviewing two annual reports at this meeting. The audit from 2010/11 was significantly delayed due to the implementation of Banner. He further explained why the remaining \$6.4 million in bonds cannot be sold at this time. This committee will be scheduled to meet in spring 2014 to review this year's annual report.

Discussion was held on payment of the Bond Anticipation Note which is due in December 2013.

Further discussion was held on the term limits and membership of this committee. Scotty will speak with David Casanocha, legal counsel, regarding this topic.

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 in the last two years. Some funds were used on the Science Building, to support Banner and complete signage in 2012. The temporary (modular) buildings located by the baseball field were also removed. A discussion was held on how to expending the \$6.4 million once the remaining bonds are sold. This will depend on the original list that was created when the bond measure passed, the Educational Master Plan and the Facilities Master Plan. We do have a process in place for sequencing and prioritizing.
- Item 4. Review and Discuss Independent Auditor's Report  
Kent Gross presented the annual audit reports from Matson & Isom representing the fiscal years of 2010-2011 and 2011-2012. The audits are clean with no findings.

## **ACTION ITEMS**

### **Consent Agenda**

- Item 5. Reading of the Minutes  
It was moved and seconded (Shaskey/Dillmann) to approve the minutes of the 14th meeting held on Monday, January 31, 2011. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

## **REGULAR AGENDA**

- Item 6. Citizen's Bond Oversight Committee Annual Report  
A draft of the annual reports for 2010/11 and 2011/12 were reviewed. These reports will be posted online once the Board of Trustees has reviewed and approved them. It was moved and seconded (Shaskey/Marmet) to accept the annual reports. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.
- Item 7. Adjournment  
There being no further business to discuss, the meeting was adjourned at 11:14 a.m.