

CITIZENS' BOND OVERSIGHT COMMITTEE MEASURE B AND MEASURE CC BOND		
MINUTES FOR: December 11, 2018	3:30 - 5:00PM	North Annex - Room 1
Members Present:	Vern Kozlen (Chair and College Support); Dr. Fred Jandt (Trustee); Margie Eklund (Senior Citizen Group Representative); Vicki Shepard (Tax Payers' Association); Eileen Packer (Business Representative); Andrew Harker, Ed.D (Vice Chair, and Member-At-Large, West Valley); Steven Bayard (Member-At-Large, East Valley); David Dominguez (Student Representative).	
Members not Present:	None	
District Official(s) Present:	Dr. Joel Kinnamon (President); John Ramont (Interim Vice President, Administrative Services); John White (Executive Director, Bond Program & Facilities Planning).	
District Official(s) not Present:	Jessica Enders (Director, Education Centers)	
Guest(s):	Scott Adkins (Interim Director, Educational Centers)	
Bond Management Representative(s) Present:	Mac McGinnis (Program Manager, MAAS Companies) Robert Rauscher, (Associate Program Manager, MAAS Companies); Courtney Kerrigan (Office Manager, MAAS Companies).	
Bond Management Representative(s) Not Present:	None	
Recorder:	Courtney Kerrigan (MAAS Companies, Bond Management Office)	

AGENDA

1. Call to Order/Roll Call	
	The meeting was called to order at 3:30 p.m. The Committee had a quorum.
1.2 Comments from the Public	
CONCLUSION	1. No comments from the public.
1.3 Introductions	
DISCUSSION	<p>J. Ramont introduced two new participants to the Committee; John White and David Dominguez.</p> <p>John White, is the Districts' new Executive Director, of the Bond Program and Facilities Planning. John has worked for University of California for many years, assisting with several of their campuses; UC San Diego, opened their Merced campus and for the last 4 years at their UC Riverside campus. John is a long time resident of the Coachella Valley.</p> <p>David Dominguez is our new Student Representative. D. Dominguez replaced our former Student Representative, Scott Releford who resigned due to his class schedule. David stated he is attending his first semester at College of the Desert and is a member of the Associated Students of College of the Desert (ASCOD).</p>
CONCLUSION	1. Introductions were provided for John White and David Dominguez.
2. Action Item(s)	
2.1 Approval of Agenda	

DISCUSSION	A motion was made by Chair, V. Kozlen to approve the December 11, 2018 Meeting Agenda. V. Shepard seconded. All in favor. No opposed. No abstained. Motion was passed.		
CONCLUSION	1. December 11, 2018 Meeting Agenda was approved as presented.		
FOLLOW UP ITEMS		PERSON RESPONSIBLE	DEADLINE
1. Finalize and publish the December 11, 2018 meeting Agenda onto the Bond website.		C. Kerrigan	12/2018
2.2 Approval of Meeting Minutes			
DISCUSSION	A motion was made by Chair, V. Kozlen to approve the September 11, 2018 Meeting Minutes. V. Shepard seconded. S. Bayard abstained. All in favor. No opposed.		
CONCLUSION	1. September 11, 2018 Meeting Minutes was approved as presented.		
FOLLOW UP ITEMS		PERSON RESPONSIBLE	DEADLINE
1. Publish September 11, 2018 Meeting Minutes onto Bond site		C. Kerrigan	12/15/18
3.0 Information Items(s)			
3.1 COC Annual Report			
DISCUSSION	<p>Draft copies of the 2017-2018 Citizens' Oversight Committee's Annual Report and Outreach Distribution List were furnished to the Committee. J. Ramont requested they review and provide their feedback to C. Kerrigan, no later than December 31, 2018.</p> <p>The final version of the Annual Report will be disbursed at the March 12, 2019 meeting.</p> <p>J. Ramont confirmed the final Annual Report is electronically sent by the District's Public Relation Office to those listed on the Outreach List.</p>		
CONCLUSION	<ol style="list-style-type: none"> 1. Feedback of the 2017-2018 Annual Report and Outreach List is due 12/31/18. 2. Finalized edition will be furnished at the March 12, 2019 COC meeting. 3. The District's Public Relations Office sends the Annual Report by email and is also posted on the Bond website. 		
FOLLOW UP ITEMS		PERSON RESPONSIBLE	DEADLINE
1. Review and feedback from Draft COC Annual Report & Distribution List.		Committee Members	12/31/18
2. Final Annual Report furnished at next COC Meeting		C. Kerrigan	3/12/19
3.2 Bond Project Update & Bond Project Financial Report			
DISCUSSION	<p>M. McGinnis reviewed by PowerPoint the project and financial updates found on the Bond Citizens' Oversight Committee Report dated December 11, 2018.</p> <p>M. McGinnis then followed with the Campus Project Allocation Budget Report. The updated one-page report lists the completed campus projects and the status of project balance, budget variances, and fund status.</p>		
CONCLUSION	<ol style="list-style-type: none"> 1. V. Kozlen posed the following question to J. Ramont; "Are you aware of any Bond proceeds that were expended for purposes other than those set forth in Measure B or Measure CC?" J. Ramont responded, "No". 2. V. Kozlen posed the next following question to J. Ramont; "Are you aware of any Bond proceeds that were expended for any teacher or administrative salaries of the College or for the operating expense?" J. Ramont responded, "No". 		

FOLLOW UP ITEMS		PERSON RESPONSIBLE	DEADLINE
None			
4.0 Future Agenda Items			
DISCUSSION	1. Finalized 2017-2018 COC Annual Report distribution. 2. 2017-2018 Measure B Financial & Performance Audit presentation.		
CONCLUSION	1. Future agenda items were approved as identified.		
FOLLOW UP ITEMS		PERSON RESPONSIBLE	DEADLINE
None			
5.0 Adjournment: 3:59PM			

NEXT MEETING:

March 12, 2019 at 3:30 PM – 5:00 PM

NORTH ANNEX – Conference Room