

MINUTES OF MEETING OF  
MEASURE "E" CITIZENS' OVERSIGHT COMMITTEE  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
JULY 24, 2008

Call to Order	A regular meeting of the Measure "E" Citizens' Oversight Committee of the State Center Community College District was called to order by Committee Chair Don Larson at 5:30 p.m., July 24, 2008, at the District Office Boardroom, 1525 E. Weldon Avenue, Fresno, California.
Members Present	Rajanae Allen Carrie Bowen Tom Burk Don Larson Carol Martens Jeffrey Reid
Members Absent	Audrey Redmond
Other Attendees:	Doug Brinkley, Vice Chancellor – Finance and Administration, SCCC Teresa Patterson, Executive Director – Public & Legislative Relations, SCCC Brian Speece, Associate Vice Chancellor – Business & Operations, SCCC Ed Eng, Director of Finance, SCCC Bill Williams, Vavrinek, Trine, Day & Co., LLP Dori McKay, Administrative Secretary, SCCC
Introduction of New Committee Members: Rajanae Allen and Tom Burk	Don Larson introduced new member Rajanae Allen, a student at the Willow International Center, and welcomed Tom Burk who has begun serving his second term.
Approval of Minutes	The minutes of the Measure "E" Citizens' Oversight Committee meeting of January 24, 2008, and April 24, 2008, were presented for approval. Tom Burk moved to approve the minutes as presented, Rajanae Allen seconded, and the motion was unanimously approved.
Public Comment	None

Acceptance of  
Financial  
Information, as  
Presented

Bill Williams of Vavrinek, Trine, Day & Co., LLP, gave a brief explanation of general audit procedures for the benefit of the new members. He then presented the Independent Accountants’ Report on Applying Agreed-Upon Procedures for the quarter ending June 30, 2008. He noted that all was in compliance and there were no exceptions.

Mr. Reid noted that the percentage allocated to Other Services and Labor was larger than usual. Mr. Brinkley offered to supply a detailed breakdown to the Committee.

Ms. Bowen moved to accept the quarterly report as presented, Mr. Burk seconded, and the motion was unanimously approved.

Project Progress  
Report – Information  
Only

Brian Speece gave a PowerPoint presentation with photos showing the status of several projects. The Measure E Project Status Report of July 24, 2008, included the expenses to date for the following projects:

- FCC Old Administration Building
- FCC LAN WAN 5A/B
- Southeast Center Phase I – Career & Technology Center
- Willow International Phase 1 – Building
- Willow International Phase 1 – Foodservice/Bookstore
- Willow International Phase 2
- Willow International Phase 2 – Parking
- Madera Vocational Labs
- Oakhurst Classrooms
- Reedley College Residence Hall
- Reedley College Modernization Projects

Mr. Brinkley provided additional information on the OAB project costs and additional allocations from District funds, as approved by the Board of Trustees. Mr. Brinkley stated that a copy of this breakdown would be forwarded to the Committee members.

Mr. Reid asked for an explanation of why savings from projects on other campuses cannot be used for the OAB project. Mr. Brinkley explained that the unspent funds stay at the college to fund other approved projects at the respective college or center.

Establish Next  
Meeting Date

The next meetings are scheduled for Thursday, October 23, 2008, and January 22, 2009, at 5:30 p.m. at the District Office boardroom.

The motion to establish October 23, 2008, and January 22, 2009, as the next meeting dates was made by Mr. Burk, seconded by Ms. Bowen, and unanimously approved.

Theresa Patterson reported that the District newsletter, Front & Center, contains Measure E updated information and will be sent to over 300,000 homes in the District. She also noted that the Measure E website has been recently updated and has a new look.

Adjournment

The meeting was adjourned at 6:25 p.m. by the unanimous consent of the committee.

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Don Larson, Chair  
Measure "E" Citizens' Oversight Committee