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, SCCCD
Teresa Patterson, Executive Director – Public & Legislative Relations, SCCCD
Brian Speece, Associate Vice Chancellor – Business & Operations, SCCCD
Ed Eng, Director of Finance, SCCCD
Bill Williams, Vavrinek, Trine, Day & Co., LLP
Dori McKay, Administrative Secretary, SCCCD

Introduction of New Committee Members:  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.

Don Larson, Chair
Measure “E” Citizens’ Oversight Committee