SUMMARY NOTES

Committee Members Present:
Lorena Corona, David Grossberg, Jack Hayes, Rod Johnson, and Ron Sakala.

Chaffey College Personnel Present:
Marie Kane, Earl Davis, Steve Menzel, Bob Bell, John Morrill, Kim Erickson, Anita Undercoffer, and Sharon Schroeder.

Welcome and Introductions:
The meeting was convened at 7:05 p.m. by Ron Sakala, chair of the Oversight Committee.

Public Comments:
None.

Report to the Community DVD Presentation:
A 15-minute DVD presentation of the Report to the Community was shown to the Committee. This report is created by the Chaffey College Governing Board and presented annually at the Report to the Community Luncheon. A copy of the written report and a gift boxed pen set from the luncheon was given to each committee member.

Election of COC Chairperson:
Ron Sakala opened the floor for nominations for the next COC chairperson. Jack Hayes made a motion that Ron Sakala be retained to serve a second term. As no other members were nominated, Rod Johnson seconded the motion. Ron Sakala was selected and accepted the position for the 2004-06 term.

Audit Sub-Committee Report and Discussion:
Earl Davis reported that the Audit Sub-Committee (Glenn Bozar, Jack Hayes, Rod Johnson, and Ron Sakala) met with Renée Graves, partner with Vincenti Lloyd and Stutzman (Independent Auditors) who conducted the performance audit as required by Proposition 39. A report was provided to the Audit Sub-Committee and then distributed to the Oversight Committee for their review. Within the report is the following closing statement, "In our opinion, the Chaffey Community College District complied, in all material respects, with the aforementioned requirements for the fiscal year ended June 30, 2004." The Audit Sub-Committee will now go forward and interview potential independent auditing firms for next year’s performance audit.

Appointment of New Audit Sub-Committee:
Earl Davis opened the floor for nominations to the Audit Sub-Committee. Jack Hayes, Rod Johnson, and Ron Salaka were asked to continue their service on the Sub-Committee and accepted. Glenn Bozar will be asked privately if he wishes to continue his service as he was not present at the time of the decision.

Facilities Development Update:
John Morrill and Steve Menzel presented an updated Measure L – Honoring the Promise report which discussed the various Measure L projects. Also included in the handouts was the tri-fold booklet “Capital Improvement Program.”

Projects added to the Completed Projects list include: Vocational Education building–Phase 1, Wargin Hall–Phase I, and Visitor’s Restroom/ADA Access.

Construction in Progress includes: College Drive (to be completed in December) and the Softball Field (expected completion in January).

Plans in DSA (Division of State Architects) Review include: Science Complex, and Central Plant/Infrastructure – Phase I.
Designs in Progress include: Student Services/Administration building, Fontana Center, Community Trail/Wilson-Magnolia Entry, Education Excellence Center, Visual and Performing Arts, and the Chino Campus.

Projects in Planning include: the Physical, Health, Life Science building.

The following hyperlink http://www.chaffey.edu/3di/ will connect users to information pertinent to Measure L projects and funding.

Questions/Answers/Discussion:
Rod Sakala asked the question if there would be a possibility that funds might run out before planned projects can be completed. Dr. Kane and Steve Menzel assured Ron that due to the Chaffey College Governing Board's strict checks and balances policies this is not a likely scenario. In addition, the College has hired the Maas Company who is responsible for taking our projects and aligning them with State funding. Dr. Kane mentioned also that if costs are not falling into line, the College goes back to the architects for reworking of the plans. It was made clear, though, that by reworking the plans we do not comprise in lost space or quality.

Rod Johnson asked how the College decides where unused monies from completed projects go. Dr. Kane explained that any unused monies go into the Measure L Bond Reserve Fund and that only the Board can make the decision as to how to move monies between projects. This assures that if increased funding is needed for a project it can be moved from this fund upon Governing Board approval.

Conclusion:
The meeting concluded at 6:20 p.m.

The next meeting of the Citizens’ Oversight Committee will be held in spring, 2005.