

OHLONE COMMUNITY COLLEGE DISTRICT
Ohlone College
Fremont Campus, Building 18
43600 Mission Boulevard, Fremont, CA

Minutes of Citizens Oversight Committee
March 17, 2008

MEMBERS PRESENT: Jack Rogers, Frank Pirrone, Kathy Vennemeyer, Theodore Bresler, Andrew MacRae, Steven Chan, Shirley Buschke, Bhaskar Chaudhari, Dennis Wolfe

MEMBERS ABSENT: Ashok Bhatt, Jeevan Zutshi, Karen Bridges, Chinmoy Roy, Ken Steadman, Lon Doty

GUESTS: None

MANAGEMENT/STAFF PRESENT: Dr. Doug Treadway, President/Superintendent
Mike Calejari, Vice President, Administrative Services
Lucky Lofton, Director of Facilities
Don Eichelberger, Bond Manager
Joanne Schultz, Dean of Business Services
Arti Damani, Bond Accountant
Dave Smith, Executive Director - Ohlone College Foundation
Sarah Daniels, Assistant to the President & PIO (sub for Kelly Abad)

OPEN MEETING: The meeting was called to order by Jack Rogers at 6:35 p.m.

COMMUNICATIONS FROM THE AUDIENCE: None

SCHEDULED ITEMS:

1. **Approval of Minutes**
Motion / Vennemeyer / **Seconded** / MacRae
Minutes from the December 17, 2007 meeting approved with one abstention (Ted Bressler)
2. **Approval of Agenda**
No modifications.
3. **Committee Members Attendance Report**
No changes / approved.

4. **Fundraising Update**
Dave Smith, Executive Director of the Ohlone College Foundation, provided a review of donors and potential future donors (corporations, foundations, & individuals), including Ohlone College donations (ASOC, Foundation Committee, etc), and "In Kind Contributions" (Washington Hospital, One Workplace, etc.)

5. **Review of 2nd Quarter Financial & Bond Report**
Joanne Schultz presented a second quarter recap of funds being spent in various Bond projects. Discussion of budget cuts at State level.

6. **Review of Performance Audit**
Joanne Schultz defined the performance audit as "agreed upon set of procedures reviewed against Bond document to assure they are in compliance". Fifty transactions (\$23M) of transactions were reviewed randomly by the auditors and found to be both accurate and properly handled. Bond audit performed as part of District's overall audit which offers auditor opinions and conclusions.

Motion / Chan / Seconded / Vennemeyer to acknowledge receipt of performance audit (but did not formally approve audit since agenda did not state "approval").

7. **Update on Newark Bond Project**
Don Eichelberger presented a PowerPoint presentation of photographs to show progress (completion) of Newark Center for Health Sciences & Technology.

8. **Update on Student Services Building Bond Project**
Lucky Lofton presented a PowerPoint presentation of photographs to show construction progress on the Student Services Building at Ohlone's Fremont campus.

9. **Oversight Committee Membership for Upcoming Term 2008-09**
Ohlone President Treadway hopes everyone will extend their terms for the final two years of Bond projects. Would be very helpful to have continuity to help interpret to public the next phases and projects for Ohlone. Preliminary discussion followed regarding additional (future) bond to address aging Fremont campus. Finish this Bond and take care of frontage property to show community that we have managed Ohlone's assets and then ask for additional public support. Proposal from staff is that existing committee would extend for two years. Anyone who feels this won't work for them, e-mail Jack Rogers and/or Mike Calegari. Also, send e-mail to those absent members to confirm if they are willing to be reappointed for remaining two years.

Reminder that Oversight Committee will present end of the year report to Trustees -- recommending detailed presentation at Board meeting with statements of support from committee members.

10. Schedule of Upcoming Meetings

- Question: Keep schedule of 3rd Mondays per quarter?
- Mike Calegari to check calendar and send confirming e-mail to committee.
- Proposed: June 16th / September

11. Committee Rules & Regulations (no discussion)

12. Evaluation of Current Meeting

Committee expressed appreciation of sound and detailed handling of Bond accounts by Arti Damani and Joanne Schultz in Business Services.

13. Topics for Next Meeting

- Tour of Student Services Building
- Close-out of smaller Bond projects
- Walk-through of Fremont projects at 5:30 next meeting
- Selection of new committee chair

[Motion](#)/ Chan / [Seconded](#)/Pirrone to adjourn meeting.

ADJOURNED: 8:20 p.m.