

OHLONE COMMUNITY COLLEGE DISTRICT
Ohlone College
Newark Campus, Room 1100
39399 Cherry Street, Newark, CA 94560

Minutes of Citizens Oversight Committee
December 15, 2008

MEMBERS PRESENT: Lauren Baca, Theodore Bresler, Karen Bridges, Shirley Buschke, Steven Chan, Bhaskar Chaudhari, Frank Pirrone, Jack Rogers, Rakesh Sharma, Dennis Wolfe

MEMBERS ABSENT: Andrew MacRae

GUESTS: David Casnocha

MANAGEMENT/STAFF PRESENT:
Gari Browning, President/Superintendent
Joanne Schultz, Dean of Business Services
Don Eichelberger, Bond Manager
Arti Damani, Bond Accountant
Lucky Lofton, Director of Facilities
Dave Smith, Director of the Foundation
Kelly Abad, Executive Assistant, Administrative Services

OPEN MEETING: The meeting was called to order by Steven Chan at 6:33 p.m.

COMMUNICATIONS FROM THE AUDIENCE: None

SCHEDULED ITEMS:

1. **Introduction of Ohlone's President**
Steven Chan introduced Gari Browning to the Bond Oversight Committee. He also mentioned the two newly elected Board of Trustees, Theresa Cox and Greg Bonacorsi. Nick Nardolillo was also re-elected to the Board of Trustees.
2. **Review and Approval of March 17, 2008 Minutes**
The minutes were approved.
Motion / Pirrone / **Seconded** / Bresler
3. **Review and Approval of September 15, 2008 Minutes**
The minutes were approved.
Motion / Pirrone / **Seconded** / Rogers
4. **Approval of Agenda**
Agenda approved.

5. **Committee Members' Attendance Report**
For information only. Andy MacRae was acknowledged for his attendance at the Board of Trustees meeting to present the Oversight Committee's annual report.
6. **Bond Counsel Update**
Mr. David Casnocha, Ohlone's Bond Counsel and attorney during the last bond election, discussed the roles and responsibilities of the Oversight Committee. The first committee never drafted by-laws that have been approved by the Board of Trustees. Mr. Casnocha went through the proposed by-laws and also went through authorized activities of the committee. Steven Chan commented that the committee has been acting according to the by-laws. The proposed by-laws will go to a future Board of Trustees meeting for approval.
7. **Capital Campaign Update**
Dave Smith announced the Foundation's recent election of officers: Robert Douglass for Chairperson, Melrose Forde for Vice Chairperson, Jan Vincent for Secretary and Anita Pirrone for Treasurer. He also gave an overview of the funds coming from different corporations, foundations and individuals, including internal sources, and in-kind contributions.
8. **Review of the First Quarter Financial and Bond Report**
Joanne Schultz explained financial audits under GABP. The audit will go to the Board of Trustees in January and then will be presented to the Oversight Committee. There are a few District employees that will charge a portion of their work hours to the bond. The Board authorized these individuals to charge 25% of their time to the bond, but Ohlone will provide the actual hours worked on bond related projects and charge accordingly, at or under the 25% mark.
9. **Update on the Student Services Building Bond Project with photos**
Don Eichelberger gave a presentation of the Student Services building project. He gave an update on the progress of the building and forecasts the move in date to be mid June of 2009. Mr. Eichelberger also spoke of Ohlone Administration suggesting to the Board of Trustees what projects to complete with the uncommitted funds. This will also place emphasis on prioritizing projects for a future bond measure.
10. **Schedule Upcoming Committee Meetings**
The schedule was accepted as noted. 2009 dates include: March 16th, June 15, September 21st and December 14th.
11. **Committee Rules and Regulations (no discussion)**
12. **Evaluation of Current Meeting**
It was noted that the meeting went well. There was question about communication from the audience and a recommendation made of it appearing at the end of the agenda.
13. **Topics for Next Meeting**
Second Quarter Financial and Bond Report
Bond Audit Review
Oversight Committee Website update

Misc. jobs timelines

ADJOURNED: 8:23 p.m.