The first meeting of the College of Marin Citizens’ Oversight Committee (COC) took place on Tuesday, May 3, 2005, from 3:00 to 5:00 p.m. in SS A&B on the Kentfield campus.

Members in attendance: Dave Bernardi, Richard Biegel, Ted Bright, R.J. de Recat, Julie Grantz, Dr. Daniel Karner, Jesse Law, Bill Levinson, Nancy McCarthy, Roberta Michels, Ross Millerick, Perry Newman, Nanda Schorske, Bill Scott

Members absent: Dr. Lawrence Witter

1. Dr. White welcomed the committee; all members and COM staff members, including consultants, introduced themselves. COM Board President Eva Long welcomed the committee on behalf of the Board. She expressed the appreciation of the Board to committee members for their willingness to participate and be a part of this long-term advisory committee and stated that Board members were counting on them to help the Board and provide feedback.

2. Dr. White nominated Dr. William Levinson, retired Tam High School District Superintendent to serve as the COC chair. Dr. Levinson agreed to serve, noting that he did so with the understanding that Dr. White would attend and actively participate in all COC meetings, he would participate in the development of the agenda as a representative of the Committee, COM would develop a web site to permit easy access of all bond related materials submitted to the Trustees, and that COC meetings would start and end on time and that the chair would actively move the meetings along observing time limits included on meeting agendas. The Committee approved Dr. Levinson’s appointment.

3. David Casnocha, COM bond counsel, conducted a workshop on the roles and responsibilities of the COC as outlined in the COM Board approved COC By-laws. Key issues raised, include:
   a. most of the by-laws approved by the COM Board are taken directly from the Education Code.
   b. minutes will be taken of the COC meetings and placed on the Web site for public access
   c. the COC would like copies of the attorney general opinion pertaining to the use of bond funds for “….teacher and administrative salaries…” Section 3.2
d. the COM Web site will be used to “…inform the public…”

e. the COC would like to agendize a discussion as to whether or not the bond auditor should be the same auditor used by the COM for the general fund audit.

f. the COC received copies of the 2004 resolutions authorizing the bond
g. the master facilities plan can be found on the COM Web site
h. Government/Education Code provisions can be found by accessing www.leginfo.com

i. the COC would like to agendize a discussion on the initial terms of all members, with a possible recommendation to the COM board that the initial terms be three years/ two years instead of two year/one year. Section 5.4

j. COC member Nancy McCarthy requested that bond counsel provide an opinion letter providing guidelines for the differentiation between the expenditure of funds for general maintenance and capital improvements.

k. COC agreed to conduct elections for the vice-chair position at the next meeting; members interested in serving as vice chair should contact Dr. Levinson (wjlevinson@yahoo.com).

4. José Nuñez/Dave Kirn conducted a presentation outlining the Measure C construction program projects.

5. The COC asked the college to develop an alpha list of all COC members (including their designated roles), with key COM staff and consultants; prepare name cards (both sides) and have all distributed materials be three hole punched.

6. COC set Tuesday, June 21 from 3:00-5:00 p.m. for the next meeting. Key agenda items include,

   a. Election of vice chair
   b. Review term issue to determine if COC should request the COM board change the by-laws to lengthen terms
   c. Determine which COC members will have the shorter term
   d. Review auditor issue to determine if COC should request the COM board change the by-laws to provide two audit firms
   e. Hear report from COM staff on status of upgrading the Web site
   f. Hear Measure C project update report from staff
   g. Discuss the need for tours of both the Kentfield and Indian Valley campuses

7. Opportunity for public comment

8. Adjourn