

Citizens' Oversight Committee
Minutes

January 27, 2009, 4:00 p.m.
Administrative Center, room 108
Kentfield Campus

Approved

Committee Members Present:

Dr. William Levinson,
Chair
Richard Biegel
Loraine Berry (4:10pm)

Joan Capurro (4:30pm)
Gloria Jones
Nancy McCauley (4:15pm)
Scott McKown
Bill Scott

Dr. Walter G. Strauss
(4:45 pm)
Barbara Tarasoff

Committee Members Absent:

none

Others in Attendance:

V-Anne Chernock
Don Flowers
Al Harrison

Peggy Isozaki
Melinda Molloy
Leigh Sata

Bob Thompson
Dr. Frances White

1. Open Meeting

Following a roll call, Bill Levinson, Chair declared the meeting open at 4:00 p.m. M/s (McKown/Scott) to approve the meeting agenda. The motion passed unanimously.

2. Membership

Dr. White brought to the attention of the committee that several committee members' two year appointments will expire April 30, 2008. In accordance with the committee's bylaws, several of the current members are not eligible for reappointment, they must "sit out" one year and are eligible to reapply next year.

Any individual wishing to apply for membership to the Citizens' Oversight Committee must submit their application and letter(s) of recommendation to the Office of the Superintendent/President (835 College Ave. Kentfield, CA 94904), postmarked no later than Wednesday, March 25, 2008. Applications will be distributed through the Office of the Superintendent/President (415)485-9502 or electronically through the Citizens' Oversight Committee webpage <http://www.marin.edu/MeasureC/coc/index.htm>.

3. Comments from the Audience on Items not on the Agenda

Committee members requested an update on the sale of the next bond. Al Harrison Vice President of College Operations informed the committee that a meeting with the ratings committee had happened earlier in the day; the District believes that College of Marin will receive a favorable rating. The District will be selling the bonds during the first week in March.

4. Minutes

Richard Biegel requested the minutes of the September 9, 2008 meeting be corrected to reflect his concern for the placement of hand railing on the bleachers in the gym once it has completed modernization. The minutes of the September 9, 2008 meeting have been corrected to reflect this information.

M/s (Biegel/McKown) to approve the minutes of the September 9, 2008 meeting. The motion passed unanimously.

5. Auditor's Report

Tina Treis of Perry-Smith Accountants, LLP reported on the independent audit on applying agreed-upon procedures that Perry-Smith Accountants, LLP was contracted to perform.

During this audit accountants at Perry-Smith Accountants, LLP selected a sample representative of 50 warrants issued From January 1, 2008 – June 30, 2008 to check for mathematical accuracy and proper representation of Bond expenditures. Ms. Treis reported that her firm has concluded that each of the representative sample of 50 expenditures accurately represented a valid Bond expenditure; expenses were properly charged in the location indicated; expenses were properly coded; and were determined to represent constructing, rehabilitation, or replacement of school facilities. They also determined that the expenditures were mathematically accurate. Ms. Treis also noted that College of Marin has not had an exception in 2 ½ years.

6. Quarterly Report

Leigh Sata of Swinerton Management and Consulting reviewed the Quarterly Report, through September 30, 2008. This report will be available on the website, along with a program summary and project budgets.

Mr. Sata invited the committee to reference the project summary on pages 8-16 of the quarterly report. He noted that this information is a condensed and simplified version of what the charts on the pages following contain. Mr. Sata directed the Committee's attention to the following highlights:

- There are 3 projects into DSA, this process typically takes 4-6 months to complete
- The Committee will begin to see expenses related to the Fine Arts project in the first quarter of 2009

7. Modernization Update

Director of Modernization, V-Anne Chernock gave an overview of the LEED certification process. In the certification process, buildings are considered New Construction (NC) or Existing Building (EB). All of our buildings are considered NC. NC is broken down into levels of green achievement: certified, silver, gold, and platinum. These categories are achieved through the earning of points for elements like using water efficient landscaping (native plants); low emitting materials (organic materials); and recycled content. We are currently attempting the following levels of LEED certification in our buildings:

- PE Complex: re-registered as NC
- IVC Main Building: attempting Gold
- Trans-Tech Complex: attempting Gold
- Fine Arts building: attempting Gold
- Performing Arts: attempting Gold
- Science Building: attempting Silver

Ms. Chernock also addressed College of Marin's participation in the President's Climate Commitment (PCC) that requires we begin to reduce our carbon footprint. In accomplishing this, COM is currently building a carpool program with the assistance of 511.org, creating preferred

parking for carpools and alternative fuel vehicles beginning fall 2009; instructional signage (goes along with LEED); thermal comfort verification; and environmental tobacco smoke control – a new COM Policy that requires no smoking within 25 feet of the entrance to a building or operating window.

8. Next Meeting Agenda & Date (4:00 p.m., Tuesday, April 7, 2009)

- a. Annual Report **Please note: approval of the annual report to the board requires the positive vote of a majority of the committee members. If you can't attend the meeting, please contact Melinda Molloy melinda.molloy@marin.edu** – V-Anne Chernock
- b. Review quarterly report ending December 30, 2008 – Leigh Sata
- c. Auditor's Report ending December 31, 2008 (if available) – Al Harrison
- d. Tour of the PE Complex – V-Anne Chernock

- **Annual Report to the Board of Trustees: Tuesday, April 21, 2009**

10. Adjourn 5:03 p.m.