

COLLEGE OF
MARIN

**Board of Trustees
Special Board Meeting (Retreat)
October 11, 2005
Minutes**

Call to Order, Roll Call and Adoption of Agenda

The Board of Trustees of the Marin Community College District held a special Board meeting (retreat) on Tuesday, October 11, 2005, in AS 101 at the Indian Valley campus, all members having received notice as prescribed by law. Board President Long called the meeting to order at 10:07 a.m. Board Clerk Hayashino called the roll and all members were present except Trustee Dolan, who arrived at 10:20 a.m., and Student Trustee Smith.

Also attending were President Frances White, Al Harrison, Elise Schneider, Andrew Carothers, Yulian Ligioso, Dave Kirn, Bill Levinson (Citizens' Oversight Committee Chair), Dale Molyneux, Bud Allen (CCS), Bruce Rich, Arthur-Bart Williams, and Geraldine Bracken.

M/s (Hayashino/Brockbank) to adopt the agenda. The motion passed unanimously.

Introductions and Opening Remarks

President White welcomed the participants, noting that this was an important retreat that would focus on program controls and processes, program budgets and schedules, and other program control issues. She introduced Bill Levinson, the Chair of the Citizens' Oversight Committee, and Dave Kirn, who presented an overview of the agenda.

Comments from the Public

There was no one present who wished to address the Board on the items listed on the agenda.

New Business

Presenters Al Harrison, Yulian Ligioso, Dave Kirn (Program Manager), Bruce Rich (Program Controls Manager), Dale Molyneux (Manager Estimating/Scheduling), Geraldine Bracken (Financial Controls Manager), and Arthur Bart-Williams (Vice President of Professional Services for ViaNovus, Inc.) provided the Board with information on budget/cost management, schedule management, procurement management, information management, funding sources,

program budgeting, project initiation process and forms, change order process, contracting strategy, program and project schedule development and process, and program cash flow (copy of presentation attached). Arthur Bart-Williams demonstrated the Paragon software system, highlighting typical reports that it can generate.

President White stated that the development of the Educational Master Plan and the vision data from Steinberg Architects is on schedule and that the Board will need to hold retreats in January and February to review all available information and determine program direction.

Adjournment

M/s (Hayashino/Brockbank) to adjourn the meeting. The motion passed unanimously and Board President Long adjourned the meeting at 2:45 p.m.