

ANTELOPE VALLEY COMMUNITY COLLEGE DISTRICT
Lancaster, California
MINUTES OF THE REGULAR MEETING OF THE CITIZENS' OVERSIGHT COMMITTEE
October 29, 2009

CALL TO ORDER

The regular meeting of the Citizens' Oversight Committee was held on October 29, 2009 at Antelope Valley College, 3041 West Avenue K, Lancaster, California, in the Board Room (SSV 151).

ATTENDANCE

Citizen's Oversight Committee Present

Darren Parker, Chairman
Gilbert Snow
Chris Grado
Charles Church
Josh Mann
Vance Pomeroy
Michael Adams
June Burcham
Jordan Aquino
Gregory Dougherty
Pamela Ward

College Staff/Representatives Present

Doug Jensen
Diana Keelen

Erin Hitchman

Committee Members Absent

Janette Crawford
Thomas Lacey
Paul Scott
Tim Cotton

Other Individuals Present

None

Recorded by: Erin Hitchman

- I. **CALL TO ORDER, ROLL CALL & INTRODUCTIONS** – Meeting was called to order at 6:00 p.m. by Mr. Darren Parker. Roll was called.
- II. **STATUS OF OPEN POSITION** – There are two vacant positions on the Committee now that Shunnon Thomas is no longer a student at AVC and because of the passing of Dorothea Thompson. The Committee was made aware that the College is asking the community to apply for these positions. Also, Mr. Parker would like the names of any Committee members who have missed three or more meetings from staff.
- III. **COMMENTS FROM COMMUNITY GROUPS AND INDIVIDUALS REGARDING AGENDA ITEMS** - No community members were present.

- IV. **APPROVAL OF PREVIOUS MINUTES** - Mr. Mann made a motion to approve the minutes of the previous meeting, held May 14, 2009 which Mr. Grado seconded. Motion was unanimously passed.
- V. **CITY OF PALMDALE LITIGATION** - Dr. Fisher was not available to give an update. Mr. Parker requested that Dr. Fisher send an status update to the Committee.
- VI. **ANNUAL REPORT RECOMMENDATION OF FORMAT &CONTENT** – Mr. Jensen requested input from the Committee on which format of the samples had been chosen. The Committee agreed on Sample #1 which was a template of the Chaffey College Annual Report. Staff will work with Mr. Parker to get the annual report out for review prior to December.
- VII. **MEASURE R FINANCE REPORT** – Ms. Keelen presented the Measure R Finance Report, and the Trial Balance Report. Ms. Keelen went through a general overview of the reports. The Committee as a whole determined that they needed a report that was more comprehensible about the connection between detailed expenditures and each project. In order to have a clearer picture of payments to invoices, the Committee requested that the future reports are listed by project and vendor. Ms. Keelen will facilitate a Trial Balance Report with the additional information and send to staff for distribution to the Committee. Mr. Pomeroy inquired as to the monetary holding in the Financial Institutions portion of the Measure R Finance Report. Ms. Keelen responded that 10% is held in an escrow account for each project. Mr. Pomeroy inquired as to what the connection was between the transfer from Fund 15278 for \$12,000.00 on Page 1 to the Environmental Impact for \$12,260.00 on Page 3 of the Expenditure ReCap Report. Ms. Keelen responded that she would check these transfers and send a response to the Committee.
- VIII. **MEASURE R FACILITIES REPORT** –Mr. Jensen reviewed the Construction Update handouts with the Committee, specifically covering what was achieved by Antelope Valley College to date, and what the Antelope Valley College future construction objectives are.
- IX. **OLD BUSINESS** - No old business for discussion.
- X. **NEW BUSINESS** – No new business for discussion.
- XI. **NEXT MEETING DATE** – The next meeting date was tentatively scheduled for Thursday, January 14th or Thursday, January 21st. Staff will send out a confirmation e-mail in December.
- XII. **ADJOURNMENT** - No further business. Mr. Adams motioned to adjourn the meeting, which Mr. Snow seconded, and meeting was adjourned at 7:35 p.m.