

**ANTELOPE VALLEY COMMUNITY COLLEGE DISTRICT
Lancaster, California**

**MINUTES OF THE REGULAR MEETING OF THE CITIZENS' OVERSIGHT COMMITTEE
October 19, 2006**

CALL TO ORDER

The regular meeting of the Citizens' Oversight Committee was held on Thursday, October 19, 2006, at Antelope Valley College, 3041 West Avenue K, Lancaster, California, in the Board Room (SSV 151).

ATTENDANCE

Citizens' Oversight Committee Present

Olaf Landsgaard, Chairman
Rafael Felix
Danny Roberts
Norman Hickling
Harvey Holloway
David Cleveland
Bruce Jacobsen
Suzanne Smith
Roger Gallizzi
Ms. Winifred Brunston
Tim Cotton

College Staff/Representatives Present

Jackie Fisher
Deborah Wallace
Doug Jensen

Committee Members Absent

Emmery McNairy
Mark Bozigian
Mark Troth
R. Rex Parris
Tim Fuller
Fran Marroquin
William Walsh IV

Recorded by: Patricia Harris

- I. **CALL TO ORDER, ROLL CALL & INTRODUCTIONS** – Meeting was called to order at 7:14 p.m. by Mr. Olaf Landsgaard, Chairman. New members were introduced. Mr. Tim Cotton is a manager with U.S. Borax/Rio Tinto Minerals and represents the business community, and Miss Suzanne Smith represents the student body. Dr. Fisher introduced Ms. Deb Wallace, Vice President of Business Services, replacing Mr. Tom Brundage who retired last June.
- II. **COMMENTS FROM COMMUNITY GROUPS AND INDIVIDUALS REGARDING AGENDA ITEMS** – No others in attendance.
- III. **APPROVAL OF PREVIOUS MINUTES** – Mr. Gallizzi made a motion to approve the minutes of the previous meeting, held April 20, 2006, which Mr. Jacobsen seconded. Motion was passed.
- IV. **BOND FUNDS FINANCE REPORT** – Income and expenditure report, together with detailed costs of bond projects from April 1, 2006 to September 30, 2006, were presented by Ms. Wallace and are attached to the minutes. Ms. Wallace noted that the bonds had been favorably refinanced this past summer, yielding \$4.5 million. General ledger book was passed around for the members to review. Mr. Holloway asked if any bond funds were used for any other reason

other than in connection with Measure R and Ms. Wallace answered, “No.” Financials were accepted by the committee. Mr. Holloway requested that checks and register pages be copied for these meetings, in order to be less bulky, as well as the possibility of getting the financial report emailed ahead of time. Ms. Wallace stated that these requests were not a problem and would be done for future meetings. Mr. Roberts noted that the total ending balance on the first page of the summary should be \$25,706,459 and not \$25,706,458. Ms. Wallace will correct this, and it was noted that this was due to rounding of figures.

V. **PROJECT REPORTS** – *Mr. Jensen*

Capital Outlay Project Update was presented by Mr. Jensen and is attached to the minutes. All projects were included, in addition to the ones being funded by Measure R bonds. It was noted that costs for current projects are being kept down by not hiring an outside company to manage building projects. It was also stated that much of the landscaping is being done by an in-house employee, with considerable savings. It was anticipated that future projects could cost more than anticipated previously, but that proceeds from the refinance of the bonds would help offset these increases. Members accepted and thanked Mr. Jensen for the thorough information in the report.

VI. **OLD BUSINESS**

None.

VII. **NEW BUSINESS**

Mr. Landsgaard stated that Mr. Parris is resigning from the committee. His position will be advertised. Members present with expiring one-year terms were Mr. Gallizzi, Mr. Felix and Mr. Hickling. They agreed to roll over their terms to two-year terms. Members absent with expiring one-year terms, Mr. McNairy, Mr. Fuller and Mr. Bozigian, will be contacted by Ms. Harris and asked whether they wish to accept a two-year term or terminate their membership on the Citizens' Oversight Committee. It was noted that Ms. Smith and Mr. Cotton have two-year terms also.

VIII. **NEXT MEETING DATE**

It was agreed to hold the next meeting on **THURSDAY, APRIL 12, 2007**, with pizza at 6:30 p.m. and meeting at 7:00 p.m. Date and quorum to be checked ahead of time.

IX. **ADJOURNMENT**

No further business, Mr. Holloway made a motion to adjourn, which was seconded by Mr. Felix. Meeting was adjourned at 8:20 p.m.