



Citizens Bond Oversight Committee

For Solano Community College District
Measures G and Q Bonds

ADOPTED MINUTES
Monday, May 18, 2015

A Regular Meeting of the Solano Community College District Citizens' Bond Oversight Committee was called to order at 5:30 p.m., on Monday, May 18, 2015, in the Denis Honeychurch Board Room, Room 626, 4000 Suisun Valley Road, Fairfield, California 94534, by Chairman Jordan.

Committee Member Charboneau led those present in the pledge of allegiance to the flag of the United States of America.

1. ROLL CALL

Members Present

Melvin Jordan, Chair
Robert Charboneau, Vice Chair
Neil Ferguson
Dennis Lyman
Hermie Sunga

Members Absent

Angelo Cellini – Excused
David Fleming - Excused
Vacant – Student Association
Vacant – Business Organization

Members of the Public

Janet Roberts

Other Present:

Ines Zildzic, Project Manager, Kitchell CEM
Renee Pegues, Business Operations Coordinator, SCCD

2. Approval of Agenda – May 18, 2015

Amendment to the agenda: Move Item 6. Role and Responsibilities of the Member to Item 4.c

Moved by Mr. Sunga/Second Mr. Dennis to approve the agenda as amended. The motion passed unanimously.

3. Approval of the March 16, 2015 Meeting Minutes:

Moved Mr. Dennis/Second Mr. Sunga to approve the minutes as presented. The motion passed unanimously.

4. Comments from Members of the Public:

There were no comments from the public at this time.

5. Organizational Meeting

a. Election of Chair

Mr. Charboneau nominated Lyman Dennis as Chairman for the SCCD Citizens' Bond Oversight Committee for the 2015-2016 Academic Year. Mr. Lyman accepted the nomination. Hearing no other nominations, Mr. Dennis was approved as Chairman by consensus of the committee.

b. Election of Vice Chair

Mr. Dennis nominated Robert Charboneau as Vice Chair for the SCCD Citizens' Bond Oversight Committee for the 2015-2016 Academic Year. Mr. Charboneau regrettably declined. Mr. Charboneau nominated Hermie Sunga as Vice Chair, for the SCCD Citizens' Bond Oversight Committee for the 2015-2016 Academic Year. Mr. Sunga accepted. Hearing no other nominations, Mr. Sunga was approved as Vice Chair by consensus of the committee.

c. Role and Responsibilities of the Members

Mr. Dennis distributed a handout (Attachment 3) to the Committee. Mr. Lyman briefly reviewed the information. Mr. Dennis stated that the CBOC and SCC have worked well together, however the CBOC does not feel that they have fulfilled their entire role.

Regarding Item C. Committee to Amend By-Laws: The Committee decided to establish a subcommittee to draft proposed changes and revisions to the current Board Approved CBOC By-Laws. The subcommittee will consist of Hermie, Sunga, Lyman Dennis, and Robert Charboneau. The Subcommittee will work together to make revisions and changes and bring back to the Committee for review and possible approval with the goal of presenting the revised By-Laws to the Board of Trustees at the July 15, 2015 Meeting.

Regarding Item D: The Committee would like to have someone, preferably Yulian Ligoso, Vice President of Finance and Administrative Services, present an a detailed presentation regarding the bond process.

Regarding Item E. Skills Inventory of CBOC: Chairman Dennis will create a form listing the various skills and background of the committee members as they relate to construction and bonds. The form will be posted to the CBOC Website.

Regarding Item F. CBOC Meetings: The CBOC would like prepare the agenda. The Committee would like Facilities Manager, Dwight Calloway to attend meetings periodically.

Regarding Item H. CBOC Reports: In the future, all reports including the Annual Report will be prepared by the CBOC committee with input as requested from Kitchell. The Committee will present to the public not only what has been done, but what was appropriate.

d. *Confirmation of Meetings for 2015/2016 Academic Year*

Under the current Board Approved By-Laws, the CBOC Committee can only meet once a quarter. Until this is amended in the By-Laws, the committee can only call Special Meetings with very limited agenda. Chairman Dennis, proposed holding a Special Meeting in June to review and possibly approval the revisions. The Committee agreed to meet hold a special Meeting on Tuesday, June 16 at 5:30 p.m.

6. Technology Infrastructure Projects - *Postponed until a later date.*
7. Role and Responsibilities of the Members – *Moved to Item 4.c as requested by Mr. Dennis.*
8. Comment from Members of the public

There were no comments from the public at this time.

9. Agenda Items for the Next Meeting

CalBOC Conference Report

Review and possible approval of proposed changes to the By-Laws

Review of the Bond process from initial sale of the Bond

10. Adjournment

Moved by Mr. Sunga and Seconded by Mr. Charboneau to adjourn the meeting

There being no further business, the meeting was adjourned at 6:52 p.m.

Attachments:

1. CBOC March 16, 2015 Meeting Minutes
2. Measure Q Quarterly Progress Update
3. Role of the CBOC