

MEASURE F CITIZENS' OVERSIGHT COMMITTEE
Regular Quarterly Meeting
District Office
1000 Yulupa Avenue, Santa Rosa
February 4, 2016

MINUTES

Present: Jeanne Levin
 Emily Asencio
 Ellen Turner
 Deanna Olivarez – arrived 4:17 p.m.
 Trisha Meisler – arrived 4:38 p.m.

Absent: Scott Harris
 Manuel Chavez
 Valery Hulsey

Administrators: Dr. Joseph Pandolfo, Deputy Superintendent, Business

Others: Cindy Mendenhall, Administrative Assistant
 Interested staff

1. **OPEN SESSION: PLEDGE OF ALLEGIANCE,
CALL TO ORDER AND ROLL CALL**
Mrs. Turner called the meeting to order at 4:13 p.m.
2. **AGENDA MODIFICATIONS/ADDITIONS**
None
3. **AGENDA AND CONSENT ITEM APPROVAL**
Levin moved and Turner seconded to approve the agenda and following minutes: Unanimous.
 - 3.1 Minutes of October 15, 2015 Regular Meeting
4. **PUBLIC AND EMPLOYEE REQUEST TO ADDRESS THE
OVERSIGHT COMMITTEE**
None
5. **INFORMATION**
 - 5.1 **Current Project Status**
Dr. Pandolfo reviewed the status of the projects as of January 2016. Matanzas is done except for some minor landscaping.

5.2 Detail Expenditure Reports

Dr. Pandolfo reviewed the school site expenditure reports as of January 2016.

5.3 Committee Members Reappointment Process

Dr. Pandolfo discussed the Committee members' terms of service. Two members had a one-year term. They were reappointed for a two-year term. If anyone does not want to continue when their term is up, let Dr. Pandolfo know; otherwise the Rincon Valley Board of Trustees will reappoint members.

5.4 Report to the Community

Dr. Pandolfo discussed the template of the annual report to the community. The Committee approved of the report. The report will be printed on postcards and sent to the community. It will also be posted on the district website.

6. ACTION ITEM

6.1 Annual Financial Audit

Turner moved and Levin seconded to accept the financial audit of Measure F- Building funds for the fiscal year ending June 30, 2015:
Unanimous.

6.2 Annual Performance Audit

Turner moved and Levin seconded to approve the performance audit of Measure F- Building funds for the fiscal year ending June 30, 2015:
Unanimous.

7. COMMITTEE / STAFF COMMENTS/QUESTIONS

Dr. Pandolfo reported that the committee will meet twice a year. The members will receive an email prior to October, 2016 to set the next meeting date.

8. FUTURE AGENDA ITEMS

- Project Expenditure and Budget Reports
- Project Status
- Future Meeting Dates –
October 2016

9. ADJOURN

Turner moved and Levin seconded to adjourn the meeting at 4:35 p.m.:
Unanimous.

Cindy Mendenhall
Administrative Assistant