

SAN LORENZO VALLEY UNIFIED SCHOOL DISTRICT

BOND OVERSIGHT COMMITTEE

MEETING MINUTES

January 13, 2010

ATTENDEES: Susan Willats (Chairperson) Julie Haff (District Superintendent)
Jim Sikora (Assistant Chair) Liann Reyes (District CBO)
Mary Ann Clare (Member) Erik Slaughter (District Constr. Mgr)
Beth Hollenbeck (Member) George Wylie (District Trustee)
Elaine Rinkert (Member)
Sue Seegar (Member)
Peter Tasseff (Member)

ABSENT: Susan Weber (District Trustee)

GUESTS: Michelle McKinney, San Lorenzo Valley Elementary Principal
Darlene Peterson, District Office Accounting Technician

CALL TO ORDER:

Susan Willats called the meeting to order at 3:35 pm in the new science classroom at SLE.

APPROVAL OF AGENDA:

The Agenda was approval as presented.

APPROVAL OF MINUTES:

The Minutes of October 14, 2009, were approved following the addition of staff member names that were inadvertently omitted.

INTRODUCTION OF CONSTRUCTION MANAGER'S ASSISTANT:

Erik Slaughter introduced Darlene Petersen as the new Bond Assistant effective February 1, 2010. In addition to handling the bond over sight paperwork, she will assist Erik with all aspects of the bond construction paperwork.

FINANCIAL REPORT:

Liann Reyes informed the committee that the formal engagement letter for the required annual audit has been signed. The new auditors for the bond are the firm of Goodell, Porter, Sanchez & Bright who are also the District auditors.

Liann handed out a report of expenditures to members of the committee. Liann concluded her report by stating that compared to the original budget the current balance is in very good shape.

SLE CLASSROOM REVIEW:

Erik stated that he is very pleased with the project after the many DSA hurdles that had to be overcome. The contractors worked very well together and there were no problems with the timeline. He determined the quality of the work to be excellent. There is some site work that needs to be completed which includes some ADA upgrades to the Administration restrooms but that is being handled.

Michelle McKinney, Principal of SLE, offered a special thanks and appreciation to Erik Slaughter for his work on the SLE campus.

Erik stated that the SLE request for proposals for a new solar system has been advertised and are due on February 19th. When the information is available, all qualified bids will be considered.

LIBRARY AND P.G.&E. UPDATE:

The plans are back out of DSA and the architects are making final changes which should be completed by February 16th, 2010. To improve the fire rating on the second floor it is suggested we add one more door to the computer lab. After completing the changes the plans will again be sent back to DSA. The hope is the plans will be final and stamped by the end of February, 2010.

P.G.&E. is still reviewing our high voltage poles to change the switch gear by the gym. Erik anticipates this change will take place in late June and July, 2010.

REVIEW PROJECT LIST:

Erik Slaughter handed out a Timeline for Measure O Projects which he briefly reviewed with the committee. He informed the committee that the timeline will be listed on the SLVUSD Website.

TERM LIMITS:

Susan Willats reviewed the role of the Bond Oversight Committee including the service on the committee of two years and no more than two consecutive terms. She asked members of the committee to inform her as soon as possible if they wish to serve a consecutive term since their current term will expire soon. If it becomes necessary to solicit new committee members, Julie Haff advised that arrangements would have to be made to place an ad in the local newspapers. It will be necessary for the Board of Trustees to appoint new members to the committee.

COMMUNICATION:

On Friday, December 11, 2009, the Press Banner did an article on the opening of the SLE Science Building/Classroom funded by Measure O.

It was suggested that the next photo opportunities would be when the students occupy the new classrooms, installation of the new solar panels, and groundbreaking for the new library.

Members of the committee will attempt to arrange with local television station, KSBW, to cover the story when the students move into the new classrooms.

Members of the committee agreed that Measure O signs should be posted in front of SLE, BCE and the new Library construction.

BUILDING THE AGENDA:

Groundbreaking will be added to the next agenda.

The next meeting is scheduled for Wednesday, April 21, 2010 at 3:30 pm. in the conference room at the District Office.

ADJOURNMENT:

Meeting adjourned at 4:25 pm.

Minutes Recorded by: Dorothy Jacklin