



## SAN JOSE EVERGREEN COMMUNITY COLLEGE DISTRICT

### CITIZENS BOND OVERSIGHT COMMITTEE

#### MEETING MINUTES

Thursday, April 29<sup>th</sup>, 2010 - 6:30 PM

District Office Board Room

4750 San Felipe Road, San José, CA 95135

Attendees: Benjamin White                      Community at-large  
Nicholas Dinh                                      Taxpayers Association  
Kathy Kyne    Senior Citizens Community  
Tony Estremera                                      Community-at-large  
  
Robert Dias    District Exec. Director of Facilities

Meeting was called to order at 6:35 PM

1. Robert Dias mentioned that there has been no response from Student Member, Adan Lupercio and he has given indications that he may not be able to continue to serve on this committee due to personal commitments. Ben White suggested that the committee try and contact him and verify his commitment and willingness to continue to serve on this committee. It was agreed that if Adan could not commit, he would have to submit a letter of intent to resign, allowing the board of trustees an opportunity to appoint a replacement.
2. The revised agenda was moved to be approved by Tony Estremera and seconded by Nicholas Dinh.
3. The draft meeting minutes of the January 20<sup>th</sup> 2010 meeting were reviewed. Nicholas Dinh pointed out that an item related to a request to include a budget snapshot was not included in item #6. It was noted and will be corrected. Ben White moved to approve the 01-20-10 minutes with the noted change, Tony Estremera seconded.
4. Response to SONA letter:  
A copy of the draft response letter to SONA was reviewed by the committee with the following comments:
  - Kathy Kyne observed that the language in paragraph 3 was vague and did not present a stronger position on the CBOC's responsibilities relative to the District's Board of Trustees.
  - Ben White also noticed that an entire paragraph relative to the question about the district offices relocation was omitted from his initial draft.

- Kathy Kyne offered to redraft the language in paragraph 3 and would forward it to Robert Dias to incorporate it into the letter.
- A final draft version would then be distributed via email for review and approval prior to issuance to SONA.

Nicholas Dinh stated that, while the committee welcomes input from the community, in the future the committee should develop a more efficient protocol for responding to input from the community. He suggested that initial responses could be drafted and reviewed via email thereby reducing the response time.

5. Review of Draft CBOC Annual Report 2008-2009:

A final draft version of the CBOC Annual Report for 2008-2009 was presented to the committee. The following comments were noted:

- In the Letter from the Committee Chair to the Board of Trustees, the last sentence in the first paragraph needs to be changed to clarify that funding for the projects included in the report were limited to Measure G, but projects were also funded through Measure I and State funds.
- On pages 3, 4 & 5, where the MEASURE G – ACTIVE PROEJCTS are listed, we need to indicate “% COMPLETE AS OF JUNE 30, 2010”

Otherwise, the report looked good and ready to be presented to the Board of Trustees at their June 8<sup>th</sup> Regular Board meeting.

6. 3<sup>rd</sup> Quarter Financial Activity Review:

Robert Dias presented the committee with financial activity summary for this fiscal year’s 3<sup>rd</sup> Quarter. The report included a “CAPITAL PROJECTS UPDATE – MEASURE G WHOLE PROGRAM” that summarizes Funding Sources and Cost Status by project category. Also attached was a detailed cost summary, by location, indicating Measure G Budget, Expenditures to Date, Budget Balances and Start and End Dates.

It was explained that the one page summary would be standardized and reported by quarter. This would enable the committee to review the financial activity on an ongoing basis as was requested by Nicholas Dinh in the January 20<sup>th</sup> 2010 meeting.

7. NEXT MEETING:

- July 21<sup>st</sup>, 2010, 6:30 PM – San José City College  
Location to be determined.

Please make your calendars.

8. Motion to Adjourn by Ben White, seconded by Tony Estremera.  
Motion carried, and the meeting was adjourned at 7:40 PM.

Respectfully Submitted:

Robert Dias

SJECCD Executive Director of Facilities, Construction Management & Operations