

Oxnard Union High School District
Measure H Citizens' Bond Oversight Committee
Minutes of the Meeting

Date: December 3, 2012

Time: 5:30 p.m.

Place: OUHSD Hueneme Room
220 South K Street
Oxnard, California 93030

Members Present	Members Absent	Staff Present	Guests/Public
Nancy Ambriz	Bill Belcher	Steve Dickinson	Gary Davis
Sol Chooljian	James Martinez	Gabe Soumakian	Scott Gustafsson, CPA
Fred Ferro	Ed Morera		
Nancy Lindholm			
Patricia Parham			

CALL TO ORDER

Chair Fred Ferro called the meeting to order at 5:40 PM

Mr. Fred Ferro led the flag salute. Ms. Lindholm volunteered to record the minutes of the meeting.

Ms. Lindholm moved to adopt the agenda. Ms. Parham seconded. Motion carried.

Mr. Chooljian moved to approve the November 5, 2012 minutes with corrections. Ms. Ambriz seconded. Motion carried (abstention from Parham).

Public Comment:

Two members of the public who are interested in serving on the CBOC were present to introduce themselves and discuss their qualifications/backgrounds. Richard K. "Pete" Peterson is from Camarillo. He would qualify for the Senior Citizens' group or as a Member at Large. Randall Peede was also in attendance to provide the CBOC with his background. He would qualify as a Member at Large.

Status Reports:

Dr. Soumakian reported the solar projects are moving along and the recent installations should be going live within three weeks. The Erate wireless technology installations should also be completed in about three weeks. Qualifications for construction management on both pools are being reviewed. The contracts will be awarded by the Board of Trustees.

Dr. Soumakian also said we can expect a new state bond measure in 2014. Therefore, OUHSD needs to get the new high school in the state bond pipeline.

Audit

Scott Gustafsson, CPA with Vavrinek, Trine, Day & Co., LLP presented the Measure H audit report for the period ending June 30, 2012. He explained a Balance Sheet item, "Due from other funds" in the amount of \$7 million was from cash flow borrowing for District operations. District staff will research

what the policy is on borrowing and report back to the CBOC. The CBOC reviewed both the financial audit and the performance audit. The audit will go to the Board of Trustees for acceptance on January 23.

Site Visits

The site visits schedule was confirmed. Beginning December 4, all the schools should be visited within the week. Visitation reports will be included in the CBOC's annual report to the Board of Trustees.

There will also be a meeting on December 12 at 8:30 a.m. in Dr. Dickinson's office for a virtual briefing on future projects.

Orientation Package

Mr. Chooljian will work with other CBOC members on the outline for an orientation package.

CBOC Membership Recruitment

Ms. Lindholm moved to recommend to the Board of Trustees to approve Richard "Pete" Peterson as the Senior Citizens' Group representative on the CBOC. Seconded by Mr. Chooljian. Passed unanimously.

Annual Report

It was suggested that when updating the report for this year, the history section should be shortened. Photos should be added. Mr. Ferro will email last year's report to the CBOC and ask for volunteers to take a section to work on.

Future Meeting and discussion items:

Next meeting will be January 14, 2013 at 5:30 PM. The location at OUHSD will be determined.

There being no further business before the committee Mr. Ferro adjourned the meeting at 7:20 PM.

Respectfully submitted,

Nancy Lindholm

Attachments:

VTD Audit Report dated June 30, 2012