ADOPTED MINUTES OF THE

MEASURE E CITIZENS' OVERSIGHT COMMITTEE

1791 W. Acacia Avenue, Hemet, California 92545 Meeting of January 17, 2008

The meeting of the Measure E Citizens' Oversight Committee was called to order at 6:33 p.m. on Thursday, January 17, 2008 at Hemet Unified School District located at 1791 W. Acacia, Hemet, CA 92545.

Committee Members Present: Mrs. Anna Marie Dalbey

Mr. Thomas Green
Mr. Guy Excell
Mr. Mark Shabashov
Mrs. Heidi Roth
Mr. Matthew Coiner
Mr. William Schembri
Mrs. Marilyn Forst
Mr. Richard Schmitt
Mr. George Buchanan
Mr. Steve Pulbrook

District Staff Present: Mr. Richard Beck, Assistant Superintendent,

Business Services

Ms. Tina Koonce, Facilities Director

Ms. Joyce Brightman, Accountant, Facilities Ms. Connie Listoe, Administrative Assistant

Business Services

Guests: Mr. Scott Gustafson, Vavrinek, Trine, Day & Co.

Mr. Richard Bruce, douglas e. barnhart Mr. Bill Downing, douglas e. barnhart

I. <u>PRELIMINARY</u>

- A. Call to Order
- B. <u>Introduction of New Committee Member</u>
- C. Roll Call

Mrs. Dalbey called the meeting to order at 6:33 p.m., indicating that a quorum was established.

D. Approval of Agenda

On a motion by Mrs. Dalbey, seconded by Mr. Schembri, the agenda for the meeting was approved.

E. Approval of Minutes

On a motion by Mr. Schembri, seconded by Mr. Shabashov, the minutes of the June 21, 2007 meeting were unanimously approved.

II. COMMITTEE COMMENTS

None

III. PUBLIC COMMENTS

None

IV. SPECIAL ITEMS

A. Building Fund Audit 2006/07 – Scott Gustafson, Vavrinek, Trine, Day & Co.

The Building Fund Audit is a requirement of Proposition 39. Mr. Gustafson reviewed the financial summary. He stated there is a notice that barnhart as the trustee for the funds paying the multi-prime contractors had on several occasions missed the 10-day requirement. This is a self-imposed limit that the District decided upon to ensure contractors were paid in a timely manner.

After discussion by the Committee, the report as presented was unanimously accepted by the Committee.

B. Annual Report – Richard Beck

Richard Beck presented the Annual Report which is a compliance document tied to the audit. It addresses the minimum requirements. It will be posted on the District website. On a motion by Mr. Excell to approve the Annual Report, seconded by Mrs. Forst, the motion carried unanimously.

C. Project Status & Budget Report – Tina Koonce

Since all of the Measure E funds were spent, there was no Project Status and Budget Report.

D. Financial Report – Joyce Brightman

Ms. Brightman explained the final Measure E monies were spent on the Hamilton new construction and modernization.

E. Schedule 2008 Meeting

The last meeting will be scheduled when the final Measure E audit is complete.

V. ADJOURNMENT

The meeting was adjourned at 7:07 p.m.