ADOPTED MINUTES OF THE

MEASURE E

CITIZENS' OVERSIGHT COMMITTEE

1791 W. Acacia Avenue, Hemet, California 92545 Meeting of May 15, 2008

The meeting of the Measure E Citizens' Oversight Committee was called to order at 7:30 p.m. on Thursday, May 15, 2008 at Hemet Unified School District located at 1791 W. Acacia, Hemet, CA 92545.

Committee Members Present: Mrs. Anna Marie Dalbey

Mr. Guy Excell Mrs. Heidi Roth Mr. Matthew Coiner Mr. William Schembri Mr. George Buchanan Mr. Steve Pulbrook

Committee Members Absent: Mr. Thomas Green

Mr. Mark Shabashov Mrs. Marilyn Forst Mr. Richard Schmitt

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. Eddie Ponce, Vavrinek, Trine, Day & Co.

I. PRELIMINARY

A. Call to Order

B. Roll Call

Anna Marie called the meeting to order at 7:30 p.m., indicating that a quorum was established.

D. Approval of Agenda

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

E. Approval of Minutes

On a motion by Mrs. Roth, seconded by Mr. Schembri, the minutes of the January 17, 2008 meeting were unanimously approved.

II. COMMITTEE COMMENTS

None

III. PUBLIC COMMENTS

None

IV. SPECIAL ITEMS

A. Agreed Upon Procedures Report- 12/31/07 – Eddie Ponce, Vavrinek, Trine, Day & Co.

The Building Fund Audit is a requirement of Proposition 39. Mr. Ponce 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. On a motion by Mr. Excell to approve the Agreed Upon Procedures Report, seconded by Mr. Pulbrook, the motion carried unanimously.

B. Financial Report – Joyce Brightman

Ms. Brightman explained the last two expenditures on the report were for the Hamilton 2-story project.

C. Final Report on Measure E

Richard Beck presented the Final Report which is a compliance document tied to the audit. It addresses the minimum requirements. He stated the only problem the Committee had was the expense of legal fees from Measure E funds. The expenses were moved to another funding source. The Final Report will be posted on the District website. On a motion by Mr. Excell to approve the Annual Report, seconded by Mr. Coiner, the motion carried unanimously.

V. ADJOURNMENT

The meeting was adjourned at 7:40 p.m.