

Meeting Minutes

November 13, 2013, 5:00 p.m., SBCCD Board Room

Members Present – Ken Coate, Patrick Kirk Dorsey, Bob Erikson, Richard Greenhagen, Sam Irwin, Valerie Lichtman

Guests Present – Albert Garcia

District Staff Present

Tim Oliver, Interim Vice Chancellor, Fiscal Services

Kitchell/BRj Guests Present

Diana Johnson, Bond Program Manager
Sheila Nelson, Contract Analyst
Xavier Adrian, Project Manager

Welcome/Introductions

Ken Coate started the meeting at 5:07 p.m. and self-introductions were made. Ken introduced Albert Garcia as a CBOC applicant. Richard Greenhagen moved, and Patrick Dorsey seconded to recommend to the Board of Trustees that Albert be appointed to the CBOC. The motion was unanimously approved, and the appointment will be recommended at the December 12, 2013 meeting of the San Bernardino CCD Board of Trustees.

Approval of Minutes

Bob Erikson moved, and Valerie Lichtman seconded, to approve the minutes of the September 24, 2013 meeting. The motion passed by consensus.

Election of Vice Chair to Replace Judi Battey

Valerie nominated Richard Greenhagen for Vice Chairperson. Sam Irwin seconded the nomination and Richard was unanimously elected as Vice Chair.

Public Comment

There was no public comment.

Review of Board Items/Site Visits

There were no site visits conducted since the last meeting. Ken stated that committee members are able to review board items via links emailed to them monthly. Regarding the bond construction items submitted at the October and November Board of Trustees meetings, Ken commented that the CHC Science Center bid had come in over budget and asked where the funding would come from to cover the overage. Tim Oliver said that it would be transferred from a bond program reserve balance comprised of money not yet attached to any project. Tim explained that the reserve was available to augment the budgets of future projects. There were no other comments.

Annual Report

Ken discussed the annual report and advised committee members that he tried to approach the task as if he were explaining things to his target audience. The committee felt the report was well done and readable. After some discussion, Valerie moved, and Richard seconded, to approve the Annual Report's content and suggested the following changes for format:

- ♦ Use two columns.
- ♦ Add before/after pictures – one set for each campus.
- ♦ Change the construction project grid so that it is arranged in reverse chronological order and categorized by completed projects, projects under construction, and projects in design.

The committee approved this motion by consensus. Ken Coate will present the annual report at the December 12, 2013 meeting.

Adjournment

Ken adjourned the meeting at 6:00 p.m. The next meeting was set for Wednesday, January 15, 2014 at 5:00 p.m.

Kelly Goodrich, Recorder