

MEETING MINUTES  
JANUARY 25, 2017, 5:00 P.M., SBCCD BOARD ROOM

Members Present – **Albert Garcia, Sam Irwin, Betsy Starbuck, Patricia Small**

Members Absent – **Ken Coate, Linda Roberts-Ross, Amber Snow**

District Staff Present – **Jose Torres**, Vice Chancellor, Business & Fiscal Services; **Hussain Agah**, Director, Facilities Planning & Construction

**Welcome/Introductions**

Sam Irwin called the meeting to order at 5:05 p.m. No introductions were necessary.

**Approval of Minutes**

Betsy Starbuck made a motion, which Albert Garcia seconded, to approve the minutes from both the November 2 and December 14, 2016 meetings. The motion was passed with the following vote.

Ayes: Albert Garcia, Sam Irwin, Betsy Starbuck, Patricia Small  
Noes: None  
Absent: Ken Coate, Linda Roberts-Ross, Amber Snow  
Abstentions: None

**Public Comment**

No one from the public was present.

**Annual Report**

Committee members discussed the draft annual report. They specifically reviewed the last paragraph of the Executive Summary which was added in response to member comments made during the December 14 meeting. There were no changes.

Betsy made a motion, which Albert seconded, to approve the annual report and have Ken Coate present it at the February 9 Board of Trustees meeting. The motion was passed with the following vote.

Ayes: Albert Garcia, Sam Irwin, Betsy Starbuck, Patricia Small  
Noes: None  
Absent: Ken Coate, Linda Roberts-Ross, Amber Snow  
Abstentions: None

**Board Items & Site Visits**

There was no significant discussion of board items or site visits.

**Adjournment & Next Meeting**

The next meeting was tentatively scheduled for April 12, 2016. The meeting adjourned at 5:13 p.m.