

MARIPOSA COUNTY UNIFIED SCHOOL DISTRICT
Citizens' Bond Oversight Committee
Mariposa, California

June 6, 2018
District Office Board Room

SPECIAL MEETING MINUTES - AMENDED/FINAL

1. Call to Order – Chairperson. Called to order at 10:00 by Chairman Jim Allen
2. Introductions/Roll Call and Establishment of Quorum. In addition to Superintendent Robin Hopper, the following members were present: Christy Wall, Jim Allen, Kris Casto, Lisa Edelheit, Lloyd Sheetz, Nicole Little, Clint Bassemier. Also present at the meeting were Wayne Forsythe, Charlotte Kelsey, William Brandle, Norma Dwyer, Kierstin Wight and Ceci Archer taking notes.
3. Public Comment. None.
4. Approval of January 30, 2018 Minutes. Motion to approve minutes was made by Allen, seconded by Edelheit. AYES: Bassemier, Little, Sheetz, Casto, Wall. NAYS: None: Motion passed.
5. Review Responsibilities and Authority of Citizens' Oversight Committee, per Bylaws – Robin Hopper. Ms. Hopper reviewed the purpose of the committee (specifically sections 3.1-3.3 of the Bylaws) to Inform the Public, Review Expenditures, and create an Annual Report for which the Committee needs to be in consensus.
There was further clarification as to the legality of spending Bond dollars on salaries and a review of the discussion and actions taken at the January 30, 2018 meeting in regards to this detail, it is up to the School Board and District to make decisions and have meetings of ongoing and changing expenses.
A new position was hired to help oversee the Bond projects and for now, this salary is being encumbered by the District, until the legality is once again clarified. Moving forward, a percentage of this salary equal to the percentage of time spent on Bond work will be paid for by the Bond as is legally allowable and as was discussed at the January 30th meeting.
6. Prepare Annual Written Report to the Community. [Related Handout: MCUSD CBOC Annual Report - 2018 DRAFT]. Mr. Allen presented a draft of the proposed Annual Report. Discussion follows and the group agrees to move forward with the following actions.
 - a. Create 3 person sub-committee to prepare/finalize Annual Report - Jim Allen, Christie Wall & Skip Sheets agree to serve.
 - b. Mr. Sheets requests certification/documentation that no moneys were spent in 2016-17 and a mention of this in the report.Ms. Dwyer clarified that the District's budget year runs from July 1st to June 30th. She also informed the Committee that the business office has a box of all the Bond expenditures (originals as needed for auditors) and they are welcome to examine them. She also reported that she thought the Bond audit would be a part of the annual audit held in September.
 - c. Lisa Edelheit would like there to be a summary of the who/how/what the group is and a listing of the empty seats and terms on the committee for recruiting purposes.Mr. Forsythe addressed the issue of the Bond paying for part of the salary of the maintenance overseer. The MCUSD Board hired this position as it was the fiscally responsible thing to do rather than hire a specific project manager for the Bond. Discussion continued in response to what might be the public perception of how the money would be spent, new

projects vs repairs and upgrades. It was pointed out in the Full Text of Measure (Exhibit A) a list of projects was presented and that list was compiled mostly of *repair, upgrade, replace, improve* projects.

- d. Need statement of verification/confirmation of the 17-18 budget/expenses being compliant. Ms. Dwyer confirmed that the District's *Best Accounting Practices* have had no audit findings.
- e. Remove last paragraph of 2nd page "In addition..." as it does not relate to this report.

Discussion continues. There is a lot of work being done both in the short and long term. There will be a School Board facility study session on June 19th where the "triage" list will be discussed and updated. Some things may be done out of order... for example air conditioners not high on list, however, need to replace while working on the roof which is a high priority so as not to incur additional costs at a later time. Ms. Hopper assures the group that the School Board is looking at all aspects of these projects, are looking at a master plan for guidance and continue to refer to the recommended/prioritized list of projects. Mr. Brandle confirmed that projects and expenditures can change. Example: you have to remove the old roof first to see if there is damage underneath, then you address that issue. Overall the District is moving forward, there are obstacles to overcome, DSA and Bond money not being released. Charlotte Kelsey will forward information on outreach, how to contact the Governor's office to request the release of money.

- 7. Next Meeting Date. July 18, 2018, 10am in the District Board Room
- 8. Future Agenda Items.
 - a. Second draft of the Annual Report will be brought to July meeting. The intention is to have it ready to be presented to the MCUSD Board at their meeting in September.
 - b. Outreach to Sacramento to have Bond monies released.
- 9. Adjourn. The meeting was adjourned at 11:42am.

Respectfully submitted,



Robin Hopper, Superintendent