

**Gravenstein Union School District
Citizens' Bond Oversight Committee - Meeting Minutes
5:30 p.m. - Gravenstein School – Room 13
Thursday, February 27, 2014**

If you need an accommodation for the Board Meeting, contact Superintendent Linda LaMarre at (707) 823-7008 or llamarre@grav.k12.ca.us
Agenda documents are available for inspection at the Gravenstein District Office

3840 Twig Avenue, Sebastopol, CA

I. CALL TO ORDER - ROLL CALL

Meeting called to order at 5:31p.m. Members present/absent: Members Arif Virji (parent and a member of parent-teacher org), Amy Gloeckner (parent and a member of parent-teacher org), Eric Martin (parent of child in District) and Steve Schwartz (parent of child in District) were present. Members Jack Atkins (Bona-fide Taxpayers Association) and Gary Bachelor (Community at Large) were absent.

District Staff: Linda LaMarre, Catrina Howatt School Board members: Sandra Wickland, Jim Horn

II. INFORMATIONAL ITEMS

Superintendent LaMarre welcomed the group and explained that she had asked Arif Virji to chair the first meeting until the group was able to select a chair person, vice chair and a secretary. She also explained during the meeting:

- the role of the committee,
- that length of terms of the committee members is two years,
- meetings must be conducted following the Brown Act,
- and that by law the committee must meet once a year but can meet more often.

Members present signed the Ethics Policy Statement.

A. *Fiscal Review / Measure M*

District Business Manager Catrina Howatt reviewed the financial statements from the issuance of the Bond in May 2013 to date.

B. *2012-13 Measure M General Obligation Bond, Election of 2012 Financial Audit*

Mrs. Howatt briefly explained to the group that the audits are done by the same CPA firm the Board hires to perform the District's annual audit. She showed how the financial report distributed above ties to the audited financial statement. If the committee has any questions about the audits, please get them to Superintendent LaMarre and she will make sure the questions are answered.

C. *2012-13 Measure M General Obligation Bond, Election of 2012 Performance Audit*

The report was distributed to the committee.

D. *Presentation by District Architect Doug Hilberman with AXIA Architects on the Hillcrest Bond Project*

The District Architect Doug Hilberman introduced the Hillcrest project, shared a cost estimate (\$2,618,582) and the project timeline (est. Jan 2015).

Mr. Hilberman also answered a few questions about the Master Plan, voters approving six million for bonding, issuing three million in bonds, coordinating projects to try to use State funding along with Bond funding and the timing of the next phase.

E. *Chair of Committee*

Arif Virji nominated Steve Schwartz as Chair, Eric Martin as Vice Chair and Amy Gloeckner as Secretary. Steve Schwartz seconded. 4-0 yes.

The next meeting is to be scheduled to meet in August at the Hillcrest Campus.

VI. ADJOURNMENT

Meeting adjourned at 6:44 p.m.