



Laytonville Unified School District

Joan Viada Potter, Superintendent

P.O. Box 868

Laytonville, CA 95454

jvpotter@mcn.org

(707) 984-6414 (707) 984-8223 fax

REGULAR MEETING OF THE CITIZENS' BOND OVERSIGHT COMMITTEE

TUESDAY, APRIL 18, 2017

4:00 P.M.

**LOCATION: LAYTONVILLE UNIFIED SCHOOL DISTRICT BOARD ROOM
150 RAMSEY ROAD, LAYTONVILLE, CA**

Members: Alison Pernell, Phil Gravier, Matt O'Neill, Molly Rinaldi, Jiongyi Pierson, David Quale, Meadow Shere

Agenda

1. Call to Order – 4:04pm
2. ACTION: Approval of minutes from September 6, 2016
 - a. **Motion** by Meadow Shere, Seconded by David Quale, 5-0 vote.
 - b. Present: Joan Potter, Don Alameida, Alison Pernell, David Quale, Matt O'Neill, Jiongyi Pierson, Meadow Shere, Michael Ash
 - c. Absent from Committee: Molly Rinaldi, Phil Gravier
3. ACTION: Approval of Agenda
 - a. **Motion** by Meadow Shere, Seconded by David Quale. 5-0 vote.
4. Public Comments
 - a. None
5. Report from Auditor-Michael Ash
 - a. Michael Ash explained that a requirement of the Prop 39 Bond is to have a Performance and Financial Audit done each year to ensure that funds are being spent on allowable items. Ash explained that due to the fact that construction was still in the beginning stages, the majority of the assets of the bond were still in the County Treasury at the time of the audit. Ash announced that there have been no findings in the 2014/15 or 2015/16 bond audits.

6. Bond Project Updates-Donald Alameida
 - a. Don went through the April progress report with committee members. He explained it is likely that the budget for the Modernization Summer 2016 project will be used in its entirety.
 - b. Next week, April 27, 2017 there will be a bid walk for those interested in the RFP for Solar that was advertised in the Ukiah Daily Journal on April 12th and April 19th. The bid opening will take place in the District Board Room on June 1, 2017 at 5:00 pm.
7. ACTION: Membership
 - a. Some of the members' terms were due for renewal. Mrs. Potter recommended that all of the members continue for another 2 year term in their current capacity.
 - b. **Motion:** Meadow Shere motioned that she, Alison Pernell, Matt O'Neill, and David Quale sign on for a two year term, Seconded by Alison Pernell. 5-0 vote.
 - i. Phil Gravier and Molly Rinaldi were absent during this vote.
 - ii. Jiongyi Pierson was unsure of her ability to continue serving on the committee. She asked that Mrs. Potter and the committee look for someone to replace her. She shared that if we are unable to find a replacement that she will continue to serve.
8. Annual Report:
 - a. Prior to this meeting, committee members were given a sample report to look over. Mrs. Potter prepared a draft report for the committee and members agreed that Mrs. Potter and Jenna Musgrave will continue working on the draft and it will be emailed to committee members upon completion. Mrs. Potter explained that once the report is completed it would be necessary for a member of the Oversight Committee to come to the Board meeting and present the report to the Board.
 - i. David Quale volunteered to do the presentation.
9. Other Business
 - a. Mrs. Potter discussed the situation with the surprise increase in Bond charges for the 2016 property taxes. The committee was all aware of the reason for the charge and she assured members that Eastshore Consulting plans to work very closely with the tax assessors during the preparation of property taxes for 2017
10. Adjournment
 - a. Motion to adjourn the meeting by Alison Pernell, seconded by David Quale, unanimously approved with a 5-0 vote at 4:48 pm.