



**Minutes of the Citizens' Bond Oversight Committee  
Measure V Moraga School District  
April 19, 2018**

1. The meeting was called to order at 6:42 PM.
2. A quorum was not present at 6:42 PM; however, a quorum was attained at 6:56 PM upon arrival of a CBOC member.
3. The minutes were approved with two edits – changing Item 5. b. from “Jm” to “JM” and “roofer” to “roofing”. Norton – motion; Gibson – second; unanimously approved.
4. Public comment: Chair Weir explained he spoke to a Lamorinda Weekly reporter. He reminded the CBOC members when speaking to the press that comments should represent the CBOC and meeting work/outcomes and not include personal commentary.
5. Subcommittees reported the following:
  - a. Audit: Vice Chair Scarlett Lueder reviewed the purpose of the subcommittee and reviewed the Audit Committee Expense Review Report. The report included: Bond issuance, issued, encumbered and expended funds through April 18, 2018. The report listed individual projects, approved category, approval date, budget, YTD expended, encumbrance, purchase order number, vendor, invoice and payment dates. There were no findings or concerns reported.
  - b. Site Inspections – There was no new information to report.
  - c. Annual Report – Chair Weir recommended the development of an annual report if there isn't a formal Prop. 39 Audit Report. Committee member Ranstrom suggested the annual report explain timelines and reason for no formal Prop. 39 Annual Report in 2018.
  - d. Project/Cost Review – Committee member Norton explained there was nothing to report at this time.
6. Other Annual Reports: A subcommittee (Lueder, Weir, Ranstrom, Massa) will meet May 17, 2018, at 6:30 PM to review local annual reports for structure and format. Chair Weir suggested that when the CBOC publishes their Annual Report, to partner with the District for cohesive communication.
7. Audit Status: CBO Parasidis provided timelines of events leading to the selection of an auditor. Chair Weir shared comments about one audit firm performing two functions.
8. Bond Progress Update: Superintendent Burns showed a PowerPoint presentation which: identified three “buckets” (infrastructure, enhance classroom environment and safety) of Measure V projects; demonstrated how Measure V funds are directly connected to the MSD's vision, mission and Measure V ballot language; showed the allocation of Measure V funds (soft costs v. hard costs; costs for safety, enhanced learning environment and infrastructure, and by school site). Slides also showed how the MSD is and has sought funding from other resources, such as the federal E-Rate program and Prop. 30 Clean Energy Act funds.



- a. CBO Parasidis reviewed the final slide, a table listing projects, budget, actuals and balance.
9. The committee agreed to meet on October 4 at 6:30 PM.
10. The meeting was adjourned at 7:30 PM.