



**Minutes of the Citizens' Bond Oversight Committee
Measure V Moraga School District
December 13, 2017**

1. The meeting was called to order at 7:08 PM
2. Committee Vice-Chair Scarlett Lueder facilitated the meeting in the absence of Chair Jack Weir.
3. There was no public comment.
4. The minutes from the prior meeting were accepted with the following edits: corrected spelling of names – Amy Yip-Kikugawa and Aaron Cargain; Larry Jacobs added to the Site Inspection subcommittee
5. Subcommittees reported the following:
 - a. Audit: Scarlett Lueder reviewed the purpose of the subcommittee and reported on the audit subcommittee meeting held on November 27, 2017. She noted there were no findings.
 - b. Site Inspections – Bruce Burns displayed a PowerPoint presentation with pictures of the JM Building G roofing project from start to finish. Lynette Gibson explained the pictures and process to inspect the project.
 - c. Annual Report – Scarlett Lueder shared there was nothing to report at this time as reports from other subcommittees had not been collected.
 - d. Project/Cost Review – Greg Norton explained there was nothing to report at this time.
6. Members Doug Massa and Cathy Tyson inquired about serving on a subcommittee. The CBOC added Doug Massa to the Annual Report subcommittee and Cathy Tyson to the Audit Subcommittee.
7. Bruce Burns reported on agenda items 7 and 8 (report on bond program, project progress and CBOC web site). Burns showed a PowerPoint presentation on Measure V projects to date, steering committee and construction meeting updates, schedule development and next steps, including defining the scope of all projects by school, by category and listing estimated costs.
 - a. Daniela Parasidis reviewed bond expenditures and changes since an update was provided at the September CBOC meeting.
 - b. Burns, following an inquiry, explained how the architectural firm and construction manager company were selected.
 - c. Burns concluded the presentation by showing the newly created CBOC portal on the MSD website. He asked members for feedback and recommendations. There were two recommendations:
 - i. Include subcommittee reports on the website



- ii. Post budget information by project on the website and include amounts approved by the Board and the actual costs.
8. The committee tabled the discussion on the CaLBOC Training Project.
 9. The committee agreed to next meet on April 19th at 7:00 PM.
 10. The meeting was adjourned at 8:01 PM.