



Citizens’ Bond Oversight Committee Meeting Minutes

December 9, 2020, 5:00 p.m.

Attendees:

- COC Members: Walter Larkins (Chair), Daniel Minkoff, Michael Bishop, & Pamela Williams
- LBUSD Staff: David Miranda, Alan Reising, Sara Slater, and Maria Ruiz
- Consultants: Tina Henton, CPA, CliftonLarsonAllen
- Guests: Tracy Nishihira and Brooke Murray

Call to Order

- W. Larkins called the meeting to order at 5:10 p.m.

Establishment of Quorum

- Roll call was taken and a quorum was established.

Introduction of New Member

- D. Miranda introduced the new COC member, Pamela Williams and asked to share her experience as it pertained to Facilities and the committee.

Nomination of Officer

- D. Miranda informed that the Vice Chair position was open, asking the committee for nominations. M. Bishop nominated D. Minkoff, which he accepted. With no other nominations made, all members voted D. Minkoff as Vice Chair.

Approval of Minutes

- The action on the minutes for September 23, 2020 meeting will take place during the January meeting as a quorum to approve the minutes was not established.

Public Comment - None

Communications - None

Staff Reports

Presentation of the 2019 – 20 Audit Report:

- T. Henton introduced herself stating that she represented CliftonLarsonAllen, the firm hired for the independent audit. She informed the committee that there were two parts of the audit report: a financial audit of the actual funds (revenue, expense, assets, etc.) and a performance piece that focuses on compliance (how money is spent). She informed that both Measure E and K are included in the financial part of the audit. T. Henton review both parts of the audit report answering questions from committee members as they arise. She summarized that there were no items in noncompliance identified, making this the 8th year with no findings.

New Business

Draft COC Annual Report

- D. Miranda reviewed the 2019-20 Annual Reports and asked the committee for comments or feedback. He also informed them that action to approve the finalized 2019-20 Annual Report would take place during the January meeting. He also informed that the finalized Annual Report would be presented to the Board of Education in February.

Old Business

- None

Announcements

- None

Adjournment and Next Meeting

- The next COC meeting will take place in January 2021. Members will receive notice via email once date is determined. The meeting adjourned at 5:57p.m.