



Cajon Valley Union School District
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Citizens' Oversight Committee (COC) of the Cajon Valley Union School District

Minutes Adopted

CALL TO ORDER

The meeting of the Citizens' Oversight Committee was called to order on December 10, 2014 at 4:05 p.m. at the Cajon Valley Union School District.

Members Present: George Hawkins, Dick Nasif, and Craig Wollitz. Apologies: Karen Bunkell, Les Henderson, Linda Webb, and Timothy Zelt.

District Staff: James Beard, Scott Buxbaum, Sharon Dobbins, Leslie Greene, Jonathon Guertin, Vickie Hayman, Mark Mendoza, and Rebecca Williams.

Guest: Bob Wilkinson, Auditor, Wilkinson Hadley King & Co. LLP

WELCOME AND ROLL CALL

Sharon welcomed committee members and staff and introduced Bob Wilkinson.

APPROVAL OF MINUTES

The minutes from the September 24, 2014 meeting were tabled until the next COC meeting in March due to a quorum not being present.

ANNUAL AUDIT REPORT

Bob Wilkinson presented the 2013/2014 Audit Report for the Proposition D and Prop C Building Funds/General Obligations Bonds and each committee member was given a copy. He noted that the net assets include the \$33,015,000 in bond revenue from Prop C, leaving a year-end balance of approximately \$31 million. Bob spoke about his audit procedures and shared that everything looked good and there were no audit findings.

Craig applauded the District for continuously receiving favorable audits with no exceptions or findings. Sharon added that the report is posted on the District's website for public review.

STATUS OF PROJECTS

Sharon reviewed the status of current projects, noting that all current projects are proceeding on time. A project tour will be scheduled in the spring.

ANNUAL REPORT TO THE COMMUNITY

Sharon presented the draft of the 6TH Annual Report for the Committee's review and input. A couple of minor changes were requested. Sharon mentioned that she would email the revised report and request that members review the report again before it is finalized.

MEMBER TERMS AND UPCOMING VACANCIES

Sharon shared that Karen Bunkell has elected to resign from the committee effective January 31, 2015, and Craig's term ends at that time as well. Les will continue for one more term,

which leaves two vacancies. There has been some interest in these vacancies, and thus far, Sharon has received one application.

ELECTION OF OFFICERS

Sharon noted that the committee needs to elect a chair and a co-chair to be effective 2/1/15. The members present preferred not to chair the Committee, although Dick expressed that he would serve as co-chair if no one else was interested. Sharon indicated she would contact the members who were not present.

QUESTIONS/COMMENTS

Discussion was had regarding the role of a COC member; checks and balances; and best practices.

Sharon presented Craig with a Certificate of Appreciation for his years of service to the District in serving on the COC Committee. Cake was served.

ADJOURNMENT

The meeting was adjourned at 4:55 p.m.

NEXT MEETING

The next COC meeting is scheduled for Wednesday, **March 11, 2014** at 4:00 p.m.