

MINUTES OF THE CBOC MEETING:

March 20, 2008
135 Van Ness Avenue, Room 209

Facilitator: Jim Quadra

Committee Members Present: Patricia Crawford Walter Haub
Craig Issod Nan McGuire
Tom Moore Jim Quadra

Committee Members Not Present: Lourdes Garcia

Interested Parties Present: David Goldin Joe Grazioli
Richard Pio Roda Leonard Tom
Tom Brewer

Minutes prepared by: Susan Ortega-Resurreccion

1. **Craig Issod called the meeting to order. Jim Quadra took over presiding the meeting.**
2. **Roll call.**
3. **Minutes of August 9, 2007 meeting was unanimously approved.**

4. **Acceptance of 2006-2007 Prop A 2003 and Prop A 2006 Annual Audit Reports:**

Craig informed the members that this meeting was scheduled to approve the 2006-2007 audit reports of the Prop A 2003 and Prop A 2006. The audit reports were presented by Tom Brewer at the last informal meeting wherein 4 committee members were present (Walter Haub, Craig Issod, Nan McGuire and Jim Quadra). There were no major unresolved issues on the audit report. Craig called the committee the motion to approve the 2006-2007 audit reports. Nan motioned, and Pat seconded. The committee unanimously approved the audit reports (6-0). David with conjunction with Jim will prepare the resolution to be presented to the Board of Education.

Tom Moore asked to confirm a couple of questions,

- 1) if multiple bids were present on projects – Tom Brewer replied that their audit showed that district procedures were followed.
- 2) re: cost accrual issue – Tom Brewer noted that this is a minor issue and they had done an audit adjustment as this is more of a district-wide issue.
- 3) if there are any salary/staff changes – Leonard & David replied that there were a couple of additional staff.

5. **Proposed Schedule and Agenda for Next Meeting.**

- 1) Approval of resolution to the Board re: FY 2006-2007 Annual Audit Reports.
- 2) Discussion of audit procedures and thresholds for FY 2007-2008 – Tom Brewer will be back for this discussion.
- 3) Update on Lopez report.
- 4) David will invite Maureen Shelton to discuss projects under construction and Wazi Chowdhury to discuss projects under design.
- 5) Update on financial status report.
- 6) Update on greening status report.

Next meeting will be on May 15th at 6:00PM.

Meeting was adjourned.