1.0 Call to Order and Roll Call

Martin Light, Chair, welcomed the committee and attendees, called the meeting to order at 4:05 and conducted roll call.

2.0 Approval of Minutes from Past Meetings

A motion was made and seconded to approve the Minutes from the February 2, 2011 meeting as presented. Motion carried unanimously.

3.0 Public Comments
No public comments

4.0 Financial Report and Budget for Period Ending 3/31/2011

Laura Doty introduced Liz Skelly and asked her to give the Committee a brief history on her career background and then present the financial report for the period ending 3/31/2011. Ms. Skelly reviewed the projects various contingency accounts updating the committee regarding changes and current balances.

Because most of the projects are completed, there has been discussion about consolidating project funds into one or two projects. Wellness project will be completed in May 2011. Renovations project funds should be transferred to Campus Wide Upgrades. The Campus Wide Upgrades project has $188,000 left but $75,000 is set aside for the paving and striping of the roads. This project will stay open until the additional work is finished.

Furniture, Fixture and Equipment project will remain open until all of the funds are allocated. The College is in process of furnishing the new classrooms with equipment. It was discovered that some classrooms like the gym, can fit more machines. At this time, we are in the process of purchasing more machines. A question was asked if the College does maintenance in our exercise equipment and it was reported that the new machines comes with a one year warranty and after that the department must allocate money in their budget for maintenance.

In building N9 we have discovered an air quality issue and we will need to work with an engineering firm to resolve the recycled air issue.

A motion was made to accept the financial report for the period ending 3/31/2011. The motion was seconded and the Committee voted unanimously to accept the report.

5.0 Project Update

Laura Doty supplied the committee with a project update. Ms. Laura Doty, Director of Facilities and Operations gave a brief update on the Phase 1 project status. The three new Phase 1 buildings and the Public Safety Training center (PSTC) have been in use since the summer of 2009.

Renovations work is complete and the contract is closed. The retention is schedule to be released on May 9, 2011. The New Building project work has been completed and Notice of Completion will be filed in June and retention will be released in July 2011.

Additional project work that was approved by the Board of Trustees on March 8, 2011 will include New Maintenance building, lobby gallery lighting, water fountains, additional locker room doors, additional venting for art buildings, additional campus-wide upgrade, campus safety upgrades, new roof (N11) roof repair (N1) and (N6) and additional FFE.

Ms. Doty report that Nevada County Contractors Association (NCCA) reported that local contractors have had an excellent experience with this project and NCCA are planning to
attend a Sierra College board meeting to thank Sierra College for the local work that has been generated in the community.

6.0 Term Completion

Ms. Doty thanked Martin Light for his service and commitment to Sierra College and the Citizens Oversight Committee.

7.0 Presentation of Annual Report to the Board of Trustees

As the incoming Chair of the committee, Curtis Williams, agreed to present the Annual Report to the Board of Trustees at the Aug 9, 2011 Board meeting at 4pm.

9.0 Schedule of Future Meetings

The next meetings will be October 19, 2011 and February 15, 2012 at 4:00 p.m.

10.0 Adjournment

The meeting was adjourned at 4:47 p.m.