

MILLBRAE SCHOOL DISTRICT

CITIZENS' OVERSIGHT COMMITTEE

November 19, 2010

4:30 P.M.

555 Richmond Drive
Millbrae, CA 94030-1600

MINUTES

The meeting was called to order by the Chair at 4:30 p.m. The following Committee Members were in attendance: Doris Morse, Michael Venezia, Scott Fong, Catherine Kenny, and Denis Fama. Also in attendance: Linda Luna, Millbrae School District Superintendent, Kristen McLean and Paul Kehoe from Blach Construction, and Sheldon Chavan, C.P.A.

Minutes: M/S The Minutes of the September 17th meeting were approved as written.

- I. Blach Construction Report: Blach representatives presented the Increment 1 Cost Summary, which showed a projected savings of \$424,242. They also gave us a Total Measure X Bond Costs summary which demonstrated a total savings over budget of \$2,756,927 over the life of the Bond Project.
- II. Audit Report: Sheldon Chavan presented the independent auditor's report on the *Statement of budget and Cumulative Expenditures of the Millbrae School District for the Proposition 3/Measure X bond Proceeds*. The report found that all was in order and there were no recommendations.
- III. Public Comment: There was no public comment.
- IV. Review of By Laws: The Committee reviewed the Bylaws and made two recommendations regarding Quorums and Voting Procedures. The Committee agreed to forward these recommendations to the School District Board through the Superintendent to the Board of Trustees,.
- V. Committee Appointments: Linda Luna reported that a search was on for replacing the vacancy created by the resignation of Mr. Nick Gomez. The search is for an at large member.

There being no further business, the meeting was adjourned at 5:25 p.m.
The next meeting will be on February 25th, 2011 at 4:40 p.m. in the District Offices.

Respectfully submitted,

Denis Fama, Chair