The meeting was called to order at 6:30 p.m. by Patrick Blythe, Executive Director, Institutional Advancement, in the Courtroom of the Allied Health/Public Service Center on the main campus of Butte College.

**Butte College personnel present were:**
- Dr. Sandra Acebo, Butte/Glenn Community College District President/Supt
- Martha Wescoat-Andes, VP of Administration
- Les Jauron, Director of Facilities and Planning
- Mike Miller, Asst. Director of Facilities and Planning
- Patrick Blythe, Executive Director, Institutional Advancement
- Dina Volenski, Butte College Foundation Assistant

**Citizens’ Oversight Committee members present were:**
- Jim Goodwin, Exec. Dir, Chico Chamber of Commerce
- Jan Clay, Primetimers, AARP
- Gil Houston, Howard Jarvis Taxpayer’s Group
- Bob Purvis, retired CUSD Supt. of schools
- Tom Lando, Chico City Manager
- Jim Massie, retired Chico Police Chief
- Dick Chamberlain, CSUC Student Advisor
- Sam Yanez, Butte College Associated Students
- Yolanda Holt, League of Women Voters

**Citizens’ Oversight Committee members absent were:**
- Chuck Rough, Butte College Foundation
Welcome
Dr. Sandra Acebo welcomed members of the Measure A Citizens Oversight Committee with some brief introductory remarks. Dr. Acebo thanked the committee for their willingness to participate. Committee members made self-introductions.

Approval of Minutes
The minutes from the June 19th, 2002 meeting were presented for approval by Patrick Blythe. Motion to approve: Yolanda Holt, Second: Janice Clay. Motion carried unanimously. The minutes will be posted on the Butte College Facilities website.

Adoption of Bylaws
Patrick Blythe led a discussion regarding bylaws, and presented draft bylaws to the committee. The draft bylaws were reviewed and amendments were proposed. Motion to approve the bylaws as amended: Gil Houston. Second: Bob Purvis. Motion carried unanimously. The approved bylaws will be forwarded to the Board of Trustees of the Butte/Glenn Community College District.

Election of Officers
Patrick Blythe opened nominations for committee chairperson and vice-chairperson. Gil Houston nominated Jim Massie as chairperson. Tom Lando seconded the nomination. No further nominations were received, and nominations were closed. Jim Massie was elected by voice vote to serve as Chairperson of the Measure A Citizens' Oversight Committee.

Gil Houston was nominated by Janice Clay to serve as Vice-Chairperson. Dick Chamberlain seconded the nomination. No further nominations were received, and nominations were closed. Gil Houston was elected by voice vote to serve as Vice-Chairperson of the Measure A Citizens’ Oversight Committee.

Financial Report – presented by Martha Wescoat Andes, VP of Administration
Martha Wescoat-Andes reported Measure A financial information to-date. A question was asked about a $555 item listed as “Other Local” on the “Revenue” section of the Measure A Budget Summary. Martha explained a former employee of the college, Mr. Jack Briggs, made a contribution to round the total revenue to $30 million. Martha also presented the expenditures to date and projections for future expenditures.

Martha noted the Financial and Performance audits are being prepared by Matson & Isom, the District auditor, and she expects to have the audits available for our next meeting.

Estimated tax presented to voters was $20.88 per $100,000 of assessed valuation. The actual tax rate is $18.81; this represents a 10% saving to the voters. The tax rate will be adjusted annually according to assessed valuations.

With the passage of Prop 47, the statewide school bond, the $8.5 million earmarked for the Learning Resource Center (LRC) will be reallocated to other projects as presented to the voters prior to the election.
Facilities Report – Les Jauron, Director of Facilities Planning and Management
Les provided a new timeline illustrating the various construction stages for the Chico Center and LRC. The architect is LPA, and the Pre-Construction Manager is Reliable Inspection Services. Les displayed a chart demonstrating how the cost of construction changes increases as construction proceeds. He made the point that the district needs to identify changes as early as possible to reduce construction costs.

Les led the committee on a tour of the new Allied Health/Public Service Center, as a follow-up to the June tour when the building was under construction. During the tour, the committee asked several questions about construction techniques and materials. Les explained the Allied Health/Public Service building was on time and within budget. The furniture delivery is expected between December 10 and 20. Fire and police academies will open in the new facility on January 6th.

The tour ended at 7:35, and after a break, the meeting resumed at 7:45 p.m. Les Jauron expanded on Martha’s presentation with a specific reallocation plan for the Learning Resource Center funds. He presented the cost control strategies used for district projects, as well as an updated project timeline.

Les also provided a complete progress report, detailing finished projects, projects in process, and projects planned. The LRC project is somewhat behind schedule due to delays in the State review process.

Les stated the district is currently working with architects on the Chico Center to stay on schedule. If everything goes according to plan, the groundbreaking will take place in October, 2003. The district expects to have two buildings under construction simultaneously, with an approximate eight-month overlap of the LRC and the Chico Center.

Annual Report – Patrick Blythe, Executive Director of Institutional Advancement.
Patrick Blythe discussed the Citizens’ Oversight committee timelines for the statutorily required Annual Report. The committee decided that an insert in the newspaper would be the most cost effective and efficient way to inform the public. The committee discussed the short time period covered in the initial report, since bonds were issued June 6th, 2002 and the fiscal year ended June 30th, 2002. It was moved by Tom Lando and seconded by Bob Purvis to follow the legal requirements and report results up to June 30, 2002 then report on the following year, covering July 1, 2002 to June 30, 2003, in the next report. Motion carried unanimously.

Future Meeting Dates and Adjournment
The committee discussed the proposed meeting schedule for the next year. The committee decided the most convenient time to hold meetings is 4:00 to 6:00 p.m. on the 1st Wednesday of the quarter. The dates are March 11, June 10, September 10, and December 9, 2003. The meeting was adjourned at 9:05 p.m.