

**BANNING UNIFIED SCHOOL DISTRICT  
161 W. WILLIAMS STREET  
BANNING, CALIFORNIA**

**MINUTES OF THE 29<sup>th</sup> GENERAL MEETING OF  
CITIZENS OVERSIGHT COMMITTEE, MEASURE R**

**February 4, 2015**

Meeting held at:  
**District Administration Center  
Board Room**

**1. Call to Order**

The meeting was called to order at 5:11 p.m.

**2. Roll Call and Establishment of Quorum**

Present: Richard Krick, *Committee President*; Veronica Topete; Chris McCallum;  
Susan McQuown; Kerri Mariner

Absent: Carole Ranney-Davies & Diana Benhar

Community Member Present: None

BUSD Staff Present: Robert T. Guillen, Superintendent of Schools; Kookie  
Williams, Account Technician; Kelly Daly, BHS Dean/Athletic Director; Patricia Ford,  
Cabazon Principal's Secretary

Guests Present: None

**3. Approval of Minutes**

Susan McQuown motioned to accept Minutes of August 6, 2014 as presented.  
Veronica Topete seconded the motion.

**Ayes – 4**

**Nays – 0**

**Abstain – 1**

**Motion carried**

**4. Communications**

**Community Concerns**

None

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**Communications, continued...**

**Committee Concerns**

Sue McQuown stated that she had heard about cracks in the new tennis courts. She also inquired about whether the cameras had been installed at the concession stand.

**Cabinet Comments**

Superintendent, Robert Guillen, stated that the cracks in the tennis courts are construction defects and it is likely that the expansion joints are cracked. We will follow a timeline and deal with it as quickly as possible so that no further cost will come to the District for the Project. Tests will be conducted soon to reveal the reason for the cracking.

Robert Guillen asked Kookie Williams to verify with the Technology Director, Mac Patel, that cameras have been installed at the concession stand.

**5. Information/ Discussion**

**5.1 BHS Project and other Measure "R" Financial Reports**

Kerri Mariner moved to accept the financial report. Veronica Topete seconded that motion.

**Ayes – 5**

**Nays – 0**

**Motion carried**

**5.2 Committee Concerns from November 5, 2014 Meeting**

Concerns resolved. No further comments.

**5.3 BHS Athletic Facilities, Phase 1 Equipment list (*was tabled November 5<sup>th</sup>*)**

Kelly Daly passed out a worksheet showing storage bins, which sports equipment is kept inside, who has the keys, and what type of key. She stated that she would enter a maintenance work order to have someone check the bin roofs to see why some have holes in them. Robert Guillen suggested that the bins be labeled.

Patricia Ford answered questions about the inventory list – specifically, a pitching machine, a John Deere 1200A bunker and field rake, a line adapter, and 60 folding chairs.

She stated that pitching machines on her list were accounted for. Chris McCallum stated that he had recently seen the machine that had been missing before.

The John Deere equipment was not "X'd" off on the inventory spreadsheet but was marked off on Ms. Ford's original sheet by Debbie Douglas, Maintenance Director, as received. Mr. McCallum also saw this machine in the green shed at the football field.

Ms. Ford explained that Jerry Maples, maintenance staff, showed her where the Line Adapter was at the football field, and its function.

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**BHS Athletic Facilities, Phase 1 Equipment, continued....**

Kookie Williams was asked to amend the spreadsheet to show these corrections. Veronica Topete moved to accept the list with projected corrections. Kerri Mariner seconded the motion. Issues resolved.

**Ayes – 5**

**Nays – 0**

**Motion carried**

**5.4 Shelving, Refrigerator and Ice Machine for Newest Concession Stand**

In addition to this equipment Sue McQuown would like to see some type of Menu Board to show items available for sale and how much they cost. An electronic menu board is preferred, but to save \$, poster board or whiteboard will be acceptable.

Kelly Daly stated that ASB uses a portable cash box and an adding machine for monetary transactions at the stand, and removes them when they lock up so there is no cash or computer left behind.

**5.5 Morongo Donation Procedure Update**

Kerri Mariner has a meeting on February 12<sup>th</sup> at which she will present a copy of the letter to the Tribal Director to discuss the request.

**5.6 Annual Report of Expenditure of Measure R Funds**

No comments. Members will go over the Draft copy and bring comments/corrections back to the June 3, 2015 meeting for finalization.

Richard Krick, Committee President, was volunteered to present the finalized report at the June 30, 2015 Board meeting.

**5.7 Current Measure “R” COC Members and their Terms**

It was discussed that since Carole Ranney-Davis has not attended the last three consecutive COC meetings, that maybe she is no longer a member. She has not responded to phone calls or emails during that time. Kookie Williams will continue to attempt contact with her for an answer to this.

**5.8 Review Tentative Meeting Schedule for COC 2014-15 School Year**

Next proposed date:

Wednesday at 5:00 p.m. –

June 3, 2015

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**6. Action**

**6.1 Confirm Next Meeting Date and Time**

Motion by Veronica Topete was seconded by Kerri Mariner to schedule the next two meetings for June 3, 2015 and then October 7, 2015.

**Ayes – 5**

**Nays – 0**

**Motion carried**

**7. Future Agenda Items**

**7.1** Carole Ranney-Davies, Susan McQuown, Diana Benhar and Veronica Topete will be sent a letter inviting them to apply for a second 2-year term in service of the Measure “R” Citizens’ Oversight Committee.

Richard Krick, Committee President, will fulfill his third and final term September 2015. A new Committee President will need to be selected by members.

**8. Adjournment**

At 6:12 p.m., Veronica Topete motioned that the meeting adjourn. Chris McCallum seconded the Motion. The motion carried and the Committee adjourned at that time.

**Ayes – 5**

**Nays – 0**