

HARTNELL COMMUNITY COLLEGE DISTRICT

Board of Trustees
Annual Organization and Regular Meeting*

Board Room, CAB-112
411 Central Avenue
Salinas, California

Tuesday, December 1, 2009

5:00 p.m. – Public Session – Swearing in New Trustees
5:45 p.m. – Closed Session
6:00 p.m. – Reconvene in Public Session

Board of Trustees

Patricia Donohue, President

Kevin Healy, Vice President

Bill Freeman, Elia Gonzalez-Castro

John Martinez, Ray Montemayor, Brad Rice

Armando Cortes, Student Trustee

Dr. Phoebe Helm, Superintendent/President, Secretary to the Board

**In accordance with Education Code Section 72000, the Annual Organizational Meeting of the Board of Trustees of Hartnell Community College District is scheduled in Room C-112, Board Room/Administration Building Hartnell College.*

The Board of Trustees welcomes you to its meetings, scheduled on the first Tuesday of each month, unless otherwise noted.

Typically, the agenda consists of the following:

- A. CONSENT AGENDA:** These matters include routine administrative and financial actions and are usually approved by a single majority vote.
- B. REGULAR AGENDA:** **Action Items:** These items include significant administrative and financial actions classified by departmental areas and approved by majority vote for each item.
Information Items: These items include presentations to the Board and items for discussion prior to Board action, usually taken at the next meeting.
- C. CLOSED SESSION:** In accordance with Government Code Sections, 3549.1, 54956.9, 54957 and/or 54957.6, the Board of Trustees may meet in Closed Session to consider legal, personnel, labor, and/or contract matters.

INDIVIDUALS DESIRING TO ADDRESS THE BOARD: Any member of the audience desiring to address the Board should complete and submit to the Superintendent prior to the meeting, if possible, a Speaker Request Form, available at the door. When the item PUBLIC COMMENTS is taken, the Board President will recognize those who have filled out a Speaker Request Form in the order in which they are received. The Board President may limit the time of presentation to three minutes per speaker, and a maximum of fifteen minutes. Following public comment, the Board President will limit discussion to the Board only.

MISSION STATEMENT: Hartnell College provides the leadership and resources to ensure that all students shall have equal access to a quality education and the opportunity to pursue and achieve their goals. We are responsive to the learning needs of our community and dedicated to a diverse educational and cultural campus environment that prepares our students for productive participation in a changing world.

I. OPEN SESSION, CALL TO ORDER – 5:00 P.M.

A. ROLL CALL

Action **B. ADOPT AGENDA**

Action **C. RESOLUTIONS OF APPRECIATION**

Adopt Resolutions of Appreciation in recognition of outstanding public service.

D. SWEARING IN OF NEW TRUSTEES

Administer Oath of Office to recently elected Trustees to serve four-year terms, effective December 4, 2009 in accordance with Education Code 72000.

E. DISCLOSURE OF ITEMS DISCUSSED IN CLOSED SESSION, AS FOLLOWS:

Items discussed in Closed Session will include, legal, personnel, labor, and/or contract matters authorized for Closed Session per Government Code Sections, 3549.1, 54956.9, 54957, and/or 54957.6.

F. PUBLIC COMMENT PERIOD REGARDING CLOSED SESSION ITEMS

Fifteen minutes set aside for public comment on closed session items.
Maximum three minutes each.

II. MOVE TO CLOSED SESSION

The Board of Trustees of Hartnell Community College District will meet in Closed Session to consider legal, personnel, labor, and/or contract matters authorized for Closed Session per Government Code Sections, 3549.1, 54956.9, 54957 and/or 54957.6.

III. RECONVENE TO OPEN SESSION (APPROXIMATELY AT 6:00 P.M.)

Pledge of Allegiance

A. REPORT OUT FROM CLOSED SESSION

IV. ANNUAL ORGANIZATION OF THE BOARD OF TRUSTEES

Action **A. ELECTION OF OFFICERS**

Elect officers to the Board of Trustees for the 2010 calendar year.

Action **B. APPOINTMENT OF REPRESENTATIVES TO STANDING ORGANIZATIONS**

Appoint one representative to the Sunrise House and one representative to the Monterey County School Boards Association for the 2010 calendar year.

Action **C. DESIGNATION OF 2010 BOARD MEETING DATES AND TIMES**

Set dates and times of Board meetings for the 2010 calendar year.

Roll-call **D. RESOLUTION 09:24, AUTHORIZING SIGNATURE OF BOARD SECRETARY ON DOCUMENTS**

Adopt Resolution 09:24, Authorizing Signature of Board Secretary to sign all appropriate documents.

V. PUBLIC COMMENTS

Twenty minutes set aside to receive public comments on open session agenda items or items not on the open session agenda, but within the jurisdiction of the Board. Maximum three minutes each.

- A. Receive public comments on items on the open session agenda
- B. Receive public comments on items not on the open session agenda

VI. PRESENTATIONS

A. BOND OVERSIGHT COMMITTEE UPDATE – See Information Item IX. A.

Damon Felice, Townsend Management, Inc.

B. PRESENTATION ON ANNUAL AUDIT REPORTS

Gema M. Ptasinski, CPA – Vicenti, Lloyd, & Stutzman LLP

1. Independent Accountant’s Audit Report for the year ending June 30, 2009
2. Measure H Obligation Bond Independent Accountant’s Report (Performance Audit) and Financial Audit for 2008-09

VII. CONSENT ACTION ITEMS

A. MINUTES

Approve Minutes of Regular Meeting of November 10, 2009.

B. DISBURSEMENTS

Ratify disbursements from any or all of the following funds: general; debt service; bookstore; child development; capital outlay projects; scheduled maintenance; property acquisition; bond projects; cafeteria; self-insurance; retirees health benefits; associated student body; scholarship, loan, and trust; and intercollegiate athletics.

C. NON-CASH DONATIONS

Accept non-cash donations from the Hartnell College Foundation.

D. CURRICULUM COMMITTEE

Ratify Curriculum Committee actions.

E. EXTEND LEASE AGREEMENT WITH FRANSCIONI BROTHERS, INC

Approve an extension to the lease agreement with Francioni Brothers, Inc., for Alisal Campus farmland. The extension is for one year and is effective December 3, 2009 to December 2, 2010.

F. CONTRACTS WITH PARTNERS AND CONSULTANTS – CLEAN ENERGY GRANT

Ratify the contracts with partners and consultants funded by the Clean Energy Workforce Training Program grant for \$500,000.

G. EXTEND OFFICE DEPOT PURCHASING AGREEMENT

Approve extending the purchasing agreement with Office Depot under the competitively bid agreement with Los Angeles County. This is a one-year extension effective January 2, 2010 to January 1, 2011.

H. SUB-AWARD GRANT FROM UNIVERSITY CORPORATION AT MONTEREY BAY

Accept the sub-award grant (College Cost Reduction and Access Act – Hispanic Serving Institutions) from the University Corporation at Monterey Bay for \$110,000. Through the sub-award, the objective is to increase the number of transfer students to CSU, Monterey Bay in the Science, Technology, Engineering, and Math majors.

I. APPROVE APPOINTMENTS TO INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE

Approve two appointments to the Independent Citizens' Bond Oversight Committee effective December 17, 2009 (At large) and February 19, 2010 (Bona fide Taxpayers' Association).

J. PERSONNEL ACTIONS

Approve and/or ratify Personnel Actions (included in packet).

VIII. ACTION ITEMS

Action **A. ACCEPT INDEPENDENT ACCOUNTANTS' AUDIT REPORT FOR YEAR ENDING JUNE 30, 2009**

Accept the Independent Accountants' Audit Report for the year ending June 30, 2009.

Action **B. ACCEPT MEASURE H GENERAL OBLIGATIONS BOND INDEPENDENT ACCOUNTANTS' REPORT AND FINANCIAL AUDIT FOR 2008-2009**

Accept the Measure H Obligations Bond Independent Accountant's Report (Performance Audit) and Financial Audit for 2008-2009.

Roll-call **C. APPROVE BUDGET REVISIONS**

Approve budget revisions numbered 8493 to 8506.

IX. INFORMATION ITEMS

A. BOND OVERSIGHT REPORT

Receive written report from Bond Oversight Committee

B. FINANCIAL STATEMENTS

Receive and accept financial statements for month ending October 31, 2009.

C. REPORTS FROM SENATES

Reports from Student, Classified, and Academic Senates

D. PRESIDENT'S REPORT

Report from the Superintendent/President

E. BOARD OF TRUSTEES COMMUNICATION

Trustee reports on matters of interest to the college

X. ADJOURNMENT

Adjourn the meeting

The agendas are set by the President of the Board in consultation with the Superintendent/President. To add future items, contact the board chair or the Superintendent/President.

NEXT MEETING: January 12, 2010, 5:00 p.m., CAB-112, Hartnell College Board Room