

MINUTES

MEETING DATE: December 19, 2012

The CBOC met at 5:00 p.m., December 19, 2012, at the Brazosport Independent School District Administration Building, 301 W. Brazoswood Drive, Clute, Texas, with the following members present:

Kay Aplin	Donald Lamont
Donald Caldwell	Terry McCollough
Jess Charpentier	Gerald Roznovsky
David Fritz	Vinay Singhania
Louis Guidry	June Strambler
Carolyn Kirk	Kirk Willson

The following members were absent:

Edward Garcia	Johnathan Sublet
John O'Connor	

The following staff and Board of Trustee members were present:

Dr. Karin Holacka	Rebecca Kelley
Daniel Schaefer	Christy Koury
Monty Burger	Mason Howard
Sandra McCoy-Jackson	Jim Koch
Danny Massey	

The following staff and trustee members were absent:

John Craig
Bill Frizzell

The following individuals signed the register as visitors:

Lorrie Kloss	Rhonda Wade
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AGENDA

Introduction and Welcome – Dan/Karin

Review of Charter

Mr. Schaefer distributed the charter to committee members and as a refresher reviewed the objective along with the duties and responsibilities. Mr. Schaefer explained that in the interest of time and respect for other members, any topics outside the scope of this committee should be saved for a separately scheduled meeting with the appropriate administrator.

Website Review/Comments/Recommendations

Mr. Schaefer reviewed changes/improvements to the District website based on feedback from the last meeting along with reviewed updated data. No recommendations for improvement were made.

Review and Approval of Minutes of September 26, 2012 Meeting

Following a review of the minutes, a motion was made by Donald Caldwell and seconded by Louis Guidry for approval of the minutes as presented. Motion passed unanimously.

Review of Fall Projects

Mr. Schaefer indicated that as of November 30, 2012, \$4,350,503 or 10.8% of the bond funds have been obligated for purchase. He further explained that some of these items are not complete but are ordered or the projects are in progress. Mr. Schaefer indicated that roughly \$3.1M of purchases were made over the quarter with the majority of the purchases occurring in the area of technology. A complete list of purchases was reviewed in detail.

Reallocation of Project Funds

Mr. Schaefer reviewed two re-allocations that were required to be reported to the Oversight Committee.

- Excess funds in TI-NSPIRE Touch Pads to TI-NSPIRE Navigator line item – \$300
- TCI – History Alive \$781,529 and Digital Globes, Atlas and Maps \$155,351 moved to contingency due to alternative State funding (IMA). The District was able to find Alternative funding from the State for these items and therefore preserve the bond funds.

Any future moves from the Contingency line item requires Committee Approval.

Review of Project Timelines

Mr. Schaefer distributed and reviewed with committee members a revised timeline that has been reformatted to a more user friendly format. The timeline was created for the District as a whole along with one for each campus, which should help the community have a better understanding of the timing of the projects.

Committee members made recommendations which administration is considering before posting to the website.

Question/Discussion/Suggestions of Items

In other news, Mr. Schaefer provided an investment report as of November 30, 2012. The report showed a total balance of \$24,994,236 of which \$745,884 was invested in CD's yielding .60% to .75%, \$6,926,065 in commercial paper yielding .51%, \$17,131,164 in investment pools yielding .21% and \$191,123 in cash at the bank.

SCHEDULING AND UPCOMING MEETINGS

Next meeting is March 27, 2013 from 5-6 pm at the Administration Building room D-7.

There being no further business, the meeting adjourned at 6:51p.m.




