

A G E N D A

BOARD OF TRUSTEES
SADDLEBACK JUNIOR COLLEGE DISTRICT
December 8, 1969 - 7:45 P.M.

Board Room
28000 Marguerite Parkway
Mission Viejo, California 92675

REGULAR MEETING

Pledge of Allegiance and Invocation

The minutes of the regular meeting held on November 24, 1969, are submitted for your approval.

Communications

1. SUPERINTENDENT'S REPORT

✓ a. SLOPE EASEMENT

It is recommended that a slope and drainage easement be granted to the County of Orange. The following two Resolutions are presented for adoption by the Board:

1. Resolution of Intent to dedicate an easement
2. Notice of Intent to dedicate an easement

✓ b. ASSOCIATED STUDENT BODY CONSTITUTION

Depending on the outcome of the election pertaining to the proposed Associated Student Body Constitution, the consideration of the Board of Trustees is requested concerning final approval of the document.

✓ c. PERMANENT CAMPUS

A report will be given concerning proposed permanent facilities.

1. SUPERINTENDENT'S REPORT

d. AAJC CONVENTION

It is recommended that the Superintendent and one or more members of the Board be approved, with actual and necessary expenses paid, to attend the AAJC Convention in Honolulu, Hawaii, from March 1 - 6, 1970.

e. CONFERENCES

It is recommended that the following conferences be approved with actual and necessary expenses paid:

John Flood - Conference for Chief Student Personnel Administrators - Pacific Grove, California - January 21-23, 1970.

Grace Lange - Conference on College Composition and Communication - Seattle, Washington - March 19-21, 1970.

f. MISCELLANEOUS

2. BUSINESS MANAGER'S REPORT

a. PERMANENT CAMPUS

Progress payment Number 7 to W. J. Shirley, Inc., is recommended for approval:

Completed to date	\$1,448,406.96
Less 10 percent retention	<u>144,840.70</u>
Earned to date	\$1,303,566.26
Less previous payments	<u>1,219,864.10</u>
Due this payment	\$ 83,702.16

b. ANNUAL AUDIT

Copies of the annual audit are presented herewith to the members of the Board.

c. FINAL PAYMENT - LAND ACQUISITION

Authorization is requested to approve payment to the Mission Viejo Company in the amount of \$100,000.00 as per escrow agreement.

2. BUSINESS MANAGER'S REPORT

✓ d. AWARD

It is recommended that the award listed below be approved, the bidder having submitted the low bid meeting specifications:

Bid No. R-4970 for an electric truck to the Taylor-Dunn Manufacturing Company. Account No. 96-2-05-07-1269-118
Amount \$1,974.59

✓ e. ADJUSTMENT TO AWARD

Approval is recommended for the following bid adjustment:

Bid No. R-5356, awarded to Meager's on 11-24-69	-	\$2,367.75
Adjustment to increase amount of bid by	-	49.88
New Total	-	<u>\$2,417.63</u>

✓ f. PURCHASE ORDERS

It is recommended that Purchase Orders 2841 through 2925, totaling \$13,161.27, be approved and that payment be authorized upon delivery and acceptance of the items ordered.

✓ g. PAYMENT OF BILLS

It is recommended that District Warrants 96-3517 through 96-3579, totaling \$294,717.78, be approved and ratified for payment.

h. MISCELLANEOUS

3. LEGISLATION

4. ORAL COMMUNICATIONS

5. EXECUTIVE SESSION - PERSONNEL

6. ADJOURNMENT

(The next regular meeting of the Board of Trustees will be held Monday, December 22, 1969, at 7:45 P.M.)