

PUBLIC/FILE IN
LIBRARY

SADDLEBACK COMMUNITY COLLEGE DISTRICT
28000 Marguerite Parkway
Mission Viejo, California 92692

MINUTES OF THE GOVERNING BOARD MEETING

February 9, 1982 - 7:30 p.m.
Library Classroom Building - Room 105

The Regular Meeting of the Board of Trustees was called to order by Trustee Walther. Trustee Watts led the audience in the Pledge of Allegiance and Trustee Walther asked the audience to remain standing for a moment of silent prayer.

CALL TO ORDER

Present

PRESENT

Ms. Harriett S. Walther, Vice President
Mr. Robert L. Price, Clerk
Prof. Eugene C. McKnight, Member
Mr. Larry W. Taylor, Member
Mr. William L. Watts, Member
Mr. Jerry Rahn, Student Member

BOARD MEMBERS

Dr. Robert A. Lombardi, Chancellor
Dr. Albert J. Grafsky, Jr., Vice Chancellor -
Business Services
Dr. Edward A. Hart, President - North Campus
Dr. William O. Jay, President - South Campus
Mr. Frank O. Sciarrotta - Dean of Administrative
Services

STAFF MEMBERS

Motion by Trustee Watts, seconded by Trustee McKnight, and unanimously carried to adopt the agenda with the replacement page to Report 119 - Budget Reports.

AGENDA
ADOPTED

Motion by Trustee Watts, seconded by Trustee Price, and unanimously carried to adopt the minutes of the regular meeting of January 26, 1982.

MINUTES
ADOPTED

Chancellor Lombardi asked Vice Chancellor Grafsky to present his budget report which was postponed at the last board meeting due to lack of time.

REPORTS AND
COMMUNICATIONS

CONSENT CALENDAR

CONSENT CALENDAR

All items listed under the consent calendar are considered to be routine and action will be taken by the Board of Trustees in one motion. There will be no discussion of these items prior to the vote unless it is requested that specific items be discussed or removed from the consent calendar, in which case that item will be considered immediately following the consent calendar.

Motion by Trustee Watts, seconded by Trustee McKnight, and unanimously carried to approve the consent calendar with removal of the following reports:

- Report 92 - Appointment to Orange County Marine Institute Board of Directors
- Report 112 - Contract Services
- Report 118 - Transfer of Funds

Attendance at the following, with minimal mileage only to be paid:

BOARD OF TRUSTEES
REQUESTS TO
ATTEND
CONFERENCES,
MEETINGS, ETC.

Trustee Price Meeting with Chancellor
Saddleback College South Campus
January 21, 1982

Trustee McKnight Meeting with Staff
Saddleback College South Campus
January 26, 1982

Trustee McKnight Meeting with Chancellor
Saddleback College South Campus
February 2, 1982

Trustee Price Meeting with Chancellor
Saddleback College South Campus
February 3, 1982

Trustees Wishing to Attend League of Women Voters
Agriculture Workshop
Saddleback College South Campus
February 6, 1982

Trustees Wishing to Attend Channel 6 Appearance
Laguna Hills
February 10 and 24, 1982

Attendance at the following, with actual and necessary expenses to be paid:

Trustee Walther ACCCA Statewide Conference
Monterey, California
March 7-9, 1982

The following Certificates of Achievement:

Kathleen Betty Daher	Human Services
Sandy J. Goodman	Early Childhood Studies
Elizabeth D. Pontius	Early Childhood Studies
Charlene F. Sabella	Early Childhood Studies
Janice C. Sanford	Interior Design
Geraldine M. Saunders	Early Childhood Studies
John K. Seymour	Human Services
Julie Diane Shoemaker	Early Childhood Studies
Susan F. Stratton	Travel Agency Operation

CERTIFICATES OF
ACHIEVEMENT

Reduced Contract Workload

Robbie Berns, Human Development Instructor, Division of Social Science, was granted a reduced workload for the 1982 spring semester. The normal workload of fifteen (15) LHE's per semester has been reduced to nine (9) LHE's, 60 percent of contract, and her contract will be adjusted accordingly.

CERTIFICATED
PERSONNEL -
REGULAR ACTIONS

Resignation

Robbie Berns resigned as Human Development Coordinator, Division of Social Science, effective January 29, 1982.

Additional Compensation

The following coordinator was approved at the rate of \$1,369.00 per semester, effective February 1, 1982. This is a replacement position for Robbie Berns.

Sherry Schilling - Human Development Coordinator

The following part-time faculty (temporary employees) were approved to teach for the 1981-82 academic year at the rate stipulated in the salary schedule, at the class to which each is qualified:

APPOINTMENT OF
PART-TIME/
SUBSTITUTE
FACULTY

<u>Applicant</u>	<u>Probable Assignment</u>
Carman, Paul G.	Music
Eastwood, Leonard D.	Work Experience, N.C.
Francis, Judith P.	Nursing (Substitute)
Gaines, Rosemary V.	Nursing (Substitute)
Goldstein, Arthur M.	Work Experience, N.C.
Hanson, Wayne	Drafting, N.C.
Iriarte, Lorenzo Q.	Work Experience, N.C.
Johnson, Donovan D.	English (EI)
Matsuda, Howard H.	Work Experience, N.C.
McMillan, Daniel P.	Work Experience, N.C.
Robinson, Warren E.	Work Experience, N.C.
Rosario, Sandra C.	ESL
Terry, Darrell	Human Services
Turner-Keulen, Pamela	Art
Valenzuela, Javier F.	Work Experience, N.C.

The following, previously employed part-time faculty (temporary employee) was approved to teach on an if-and-as-needed basis for the 1981-82 academic year at the rate stipulated in the salary schedule, at the classification to which each is qualified.

APPOINTMENT OF
PART-TIME/
SUBSTITUTE FACULTY
CONTINUED

Fine Arts

Steele, Stanley

The following classified personnel regular actions which have been allocated in the 1981-82 budget were approved:

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Recommendation of Employment

Joann Ludwig, Instructional Assistant Substitute, hourly equivalent of Grade 7, \$6.881 per hour, plus 5% per hour shift differential, on an if-and-as-needed basis, effective January 25, 1982.

Change of Status/Reclassification

Helen Brinkmann, I.D.S. Assistant, Division of Natural Science, change of position to Secretary III, Division of Fine Arts, Grade 11, Step 6, \$1,597 per month, pending the transfer of Joan Townsend to the office of Business Services.

Harold Pietsch, Instructional Assistant, Division of Fine Arts, change in work week from 10 to 16 hours per week plus shift differential, effective February 1, 1982.

The following were employed as Restricted Short-Term Employees pursuant to Education Code 88003:

Recommendation of Employment - Grants Personnel (Restricted Employees)

Jo Brooks, Program Assistant (50%), Occupational Programs (CETA Title IIB) Grade 5, Step 1, \$553.00 per month, effective January 26, 1982 through September 30, 1982.

Barbara Kipps, Instructional Assistant, Special Services (Vocational Subpart II), Grade 7, Step 1, \$6.881 per hour (17 hours weekly), effective January 25, 1982.

Change of Status/Reclassification (Restricted Employees)

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
CONTINUED

Eileen Haven, Instructional Assistant/Project SPECIAL, Division of Social Science, change in work week from 20 to 26 hours per week, effective February 1, 1982.

Patricia Staudenbauer, Instructional Assistant/Project SPECIAL, Division of Social Science, change in work week from 20 to 26 hours per week, effective February 1, 1982.

Recommendation of Employment - Clerk-Short Term (Restricted Employee)

Vanora Penry, Clerk-Short Term at the rate of \$3.85 per hour, effective January 25, 1982. The hours will be determined by the appropriate administrator and budget.

Recommendation of Employment - Professional Model (Restricted Employee)

Mark R. Smith, Professional Model \$6.60 per hour, if-and-as-needed basis, effective March 1, 1982.

Recommendation of Employment - Tutor I (Restricted Employees)

Jon Freitus
Robert Rice
Susan Valentine

Tutor I at the rate of \$3.85 per hour, effective January 20, 1982. The hours will be determined by the appropriate administrator and budget.

Recommendation of Employment - Student Employees (Restricted Employees)

Frank Barron	Dennis Kraner
Johanes Benjamin	Mary Landen
Yolanda Calle	Landy Landeros
Viki Corbosiero	Lisa Lupo
Melissa Cunningham	Kevin Maury
Michael Fleeman	Jeff Nickerson
Karen Hafner	Que Dan Nguyen
Donna Hedman	Francisca Ramos
Wendy Jones	Patricia Snyder
Virginia Kerr	Tamera Wells
	Mildred Wade

Student Employees, if-and-as-needed basis, \$3.35 per hour.

Recommendation of Employment - EOPS
(Restricted Employees)

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
CONTINUED

<u>Student</u>	<u>Amount of Check</u>
Joy Allen	\$ 25
Patricia Benoit	25
Jill Bramlette	31
Son T. Bui	50
Thu Van Bui	38
Diane Casey	68
Kurt Chavez	50
Chao-Chih Chen	50
Yueh-Chun Chen	50
Hai U. Chu	75*
Catherine Crump	31
Marvin Davenport	50
Gary Davis	25
Chau Hong	75*
Ti Hong	75*, \$34
Anh T. Huynh	50
Hang Huynh	50
Nga Huynh	25
Eric Johnson	50
Alisha Kipling	50
Steven Knights	25
Leslie Lampson	50
Nghia Le	40
Hai Le	75*
Trinh Le	25
Noel Manlapaz	25
Judy DeVore	25
Oanh Hoang Do	45
Quyem Do	31
Hung Duong	50
Nien Duong	75*
Tien Duong	68
Cherie Fields	50
Page Garrett	50
Leslie Gates	50
Hien D. Ha	25
Carole Hansen	38
Jill Harvey	50
Kyle Hauer	57
Michael Higgins	25
Truyen K. Nguyen	41
Thanh Nguyen	75*
Karen Pease	25
Duc Pham	41
Thinh Pham	50*, \$28
Hien S. Phan	50
Ngoc Phan	50
Tung Phan	41
Theodora Poole	50

Muoi Quach	\$ 50
Karen Shingleton	38
Chris Streicher	68
Jeanne Maurillo	50
Judith Meador	50
Marilyn Minturn	50
Thomas Mosby	37
Susan McFadden	43
Stephen McNeal	31
Thai Ngo	25
Binh Nguyen	75*, \$61
Hoang Nguyen	25
Mihh K. Nguyen	25
Minh Tuyet Nguyen	76
My Nguyen	143*
Quang Nguyen	50
Thuy T. Nguyen	25
Duy Dung Ta	50
Lethu Ta	50
Monghai Ta	50
Hiep Hoang Thai	37
Hoang Thai	38
Dung Tran	25
Huong Tran	40
Katherine Trujillo	68
Judith Ummach	50
Dung Uong	75*
Hongsa Vo	63*, \$34
Hoang Vuong	38
Frances Wafford	31

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
CONTINUED

Qualified students paid under the Extended Opportunity Programs and Services (EOPS), February 1, 1982.

Resignation/Termination

Teresa Camacho, Secretary II, EOPS, terminated due to completion of funding effective June 30, 1981. Payment is authorized for any accrued and unused vacation pay.

Bonnie Hearn, Computer Science Specialist, Instructional Services, North Campus, resigned effective January 22, 1982. Payment is authorized for any accrued and unused vacation pay.

Samuel Hearn, Safety Officer Substitute, Campus Safety, resigned effective January 19, 1982.

Maya Rosenblum, Science Technician Substitute, Health Sciences and Gerontology, resigned effective January 26, 1982.

Michael Welsh, Instructional Assistant, Fine Arts, resigned effective February 1, 1982. Payment is authorized for any accrued and unused vacation pay.

The following guest lecturers/artists were approved. Monies have been budgeted for the honorariums as indicated. The following items are part of the district's general instructional program.

PUBLIC AND
INSTRUCTIONAL
PROGRAMS

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>
January 28, 1982	Ted Mullin	\$ 15.00
February 4, 1982	Bob Lester	15.00
February 11, 1982	Bob Johnson	15.00
February 18, 1982	Bill Workman	15.00
February 25, 1982	Bob Salerno	15.00
March 4, 1982	David Thompson	15.00
March 11, 1982	Bill Crowe	15.00
PPE 9 (Coaching Class - Football)		

The Awards list was approved for the action specified and payment was authorized upon delivery and acceptance of items ordered. A copy of the list is on file with these minutes. Each bidder recommended for an award has submitted the low bid meeting specifications, and the recommended awards are within the approved budgetary allocations.

AWARDS

District Warrants 078678 through 079070, totaling \$282,716.01, were approved and ratified for payment. A copy is on file with these minutes.

PAYMENT OF BILLS

Payment of personnel services ratified as follows:

PAYMENT OF
PERSONNEL SERVICES

Certificated payroll - \$1,321,658.27

The following progress payment requests were submitted for approval or ratification on awards previously approved by the Board of Trustees. The payments are within the budgetary allocations for the projects listed and the architect and the construction inspector have certified that the work covered by these payments has been satisfactorily performed.

PROGRESS PAYMENTS

Project: North Campus Site Development -
Bid 42-2
Contractor: Kawai Bros.

Contract Amount: \$102,500.00
 Approved Changes: 9,000.00
 Revised Amount: \$111,500.00

PROGRESS PAYMENTS
 CONTINUED

Earned to date \$92,725.00
 Less 10% retention 9,272.50
 Net due earned to date 83,452.50
 Less previous payments 73,552.50
 Amount due this request \$ 9,900.00

Project: North Campus Site Development -
 Bid 42-1
 Contractor: California Landscape Inc.
 Contract Amount: \$82,000.00
 Approved Changes: 6,484.81
 Revised Amount: \$88,484.81

Earned to date \$86,484.81
 Less 10% retention 8,648.48
 Net due earned to date 77,836.33
 Less previous payments 72,853.20
 Amount due this request \$ 4,983.13

Purchase orders 063383 through 063620, totaling \$82,442.52, were approved and payment authorized upon delivery and acceptance of the items ordered. Also submitted for approval is a report of changes to purchase orders previously approved by the Board. A copy of the list is on file with these minutes.

PURCHASE ORDERS

Warrant 96-59204 in the amount of \$368.88 was issued April 1, 1980 to a vendor in payment for supplies. The warrant, misplaced by the vendor, was recently found and returned to the district. The issuance of a new warrant to the vendor was authorized in the amount of \$368.88.

REISSUANCE OF
 OUTDATED
 WARRANT

REGULAR CALENDAR

REGULAR CALENDAR

The Joint Powers Agreement which established the Orange County Marine Institute provides that the members of the Board of Directors shall serve at the pleasure of the governing body that appointed them, except that each governing body shall reconfirm its appointment during the first quarter of every even numbered calendar year. The present appointee of the Saddleback Community College District is Robert A. Lombardi.

APPOINTMENT TO
 ORANGE COUNTY
 MARINE INSTITUTE
 BOARD OF DIRECTORS

It is recommended that Robert A. Lombardi of the Saddleback Community College District be reappointed to the Board of Directors for the Orange County Marine Institute.

Motion by Trustee Price, seconded by Trustee McKnight, and unanimously carried to approve the reappointment of Robert A. Lombardi to the Orange County Marine Institute Board of Directors.

The following requests for contract services were submitted for approval:

CONTRACT SERVICES

Biddle & Hamilton

At the meeting of September 29, 1981 the Board approved the reappointment of Biddle, Walters and Bukey as Collective Bargaining Consultants. A change in the firm's principals has resulted in a name change. It was therefore requested that the Chancellor or the Vice Chancellor/Business Services be authorized to execute the appropriate agreement with the firm of Biddle & Hamilton.

Robin Leftwich

It was recommended that Robin Leftwich be retained as an independent contractor to edit and coordinate the Community Services Brochure for summer 1982, fall 1982 and spring 1983 at a total fee not to exceed \$7,000.00. It was further recommended that the Chancellor or the Vice Chancellor/Business Services be authorized to execute the agreement for these services covering the period from February 1, 1982 through December 31, 1982.

Times Mirror Videotex Services

At the meeting of September 29, 1981 (Report 474), the Board approved the district's participation in an experimental two-way television program with Times Mirror. It was requested that the Board authorize the Chancellor or the Vice Chancellor/Business Services to execute an agreement with Times Mirror for the installation of a videotex terminal in the library for the public under the terms and conditions in the letter on file.

Motion by Trustee Price, seconded by Trustee Watts, and carried to approve the contract services as presented.

APPROVED

The requests for transfer of budget appropriation funds were submitted for approval. A copy of the transfers is on file with these minutes.

TRANSFER OF FUNDS

Motion by Trustee Price, seconded by Trustee Watts, and unanimously carried to approve the transfer of funds as presented.

TRANSFER OF FUNDS
CONTINUED

A resolution to rearrange the boundaries of the district's trustee areas under the provisions of Education Code Section 5019 was presented for consideration. If adopted, it was recommended that the Chancellor or the Vice Chancellor/Business Services be authorized and directed to file said resolution with the Orange County Committee on School District Organization.

REARRANGEMENT OF
TRUSTEE AREA
BOUNDARIES

Motion by Trustee Taylor, seconded by Trustee Watts, to table this item. Motion was defeated by roll call vote.

Roll Call Vote:

Ayes: Trustees Taylor, Watts
Noes: Trustees McKnight, Price and Walther
Absent: Trustees Connolly and Moore
Abstain: None

The Board of Trustees Requests List was submitted for information. A copy of the list is on file with these minutes.

BOARD OF TRUSTEES
OTHER
INFORMATION

Motion by Trustee Price and seconded by Trustee McKnight to add the rearrangement of trustee areas to the Requests List for consideration at the next board meeting. Motion failed.

It was recommended that the following annual band tour be approved:

ANNUAL BAND TOUR

Subject: Saddleback College Band
Dates: April 28 - May 2, 1982
Destinations: April 28 - Enroute to Bishop
(Concerts at Tehachapi Prison and Bishop High School)
April 30 - Concerts at Mammoth Lakes and high school in Lake Tahoe area.
May 1 - San Francisco concerts at Golden Gate Park and Embarcadero Plaza.
May 2 - Travel to Saddleback
Faculty: Bill Kirk
Terry Newman

Expenses will be paid from the following:

Associated Student Body funds - \$5,000
Fine Arts Division funds budgeted - \$3,500

There will be no expense to students.

ANNUAL BAND TOUR
CONTINUED

Motion by Trustee Taylor, seconded by Trustee Watts, and unanimously carried to approve the band tour as presented.

APPROVED

It was recommended that the following field studies be approved:

FIELD STUDIES -
SUMMER 1982

Subject: Biology 31L - Biology Field Studies
Dates: July 30 - August 1, 1982
Destination: Laguna Mountains
Faculty: Charles Harrison
Units: 1

This is a lecture/laboratory field course to study the biology of the Laguna Mountains area. District vehicles will be used for transportation. All travel, food and lodging expenses will be paid by the students. Approximately 25 students will participate. The cost to each person will be approximately \$25.

Subject: Marine Science 31LX - Marine
Science Field Studies
Dates: May 23 - 29, 1982
Destination: From Monterey to Morro Bay
Faculty: Jill Bollingmo/Tom Leslie
Units: 2

This is a lecture/laboratory field course to study Marine Sciences in the Monterey-Morro Bay area. District vehicles will be used for transportation. All travel, food and lodging expenses will be paid by the students. Approximately 25 students will participate. The cost to each person will be approximately \$80.

Subject: Geology 31KX - Geology Field Studies
Dates: July 22 - 25, 1982
Destination: Mt. Whitney
Faculty: John Minch
Units: 1

This is a lecture/laboratory field course to study the geology of the Mt. Whitney area. District vehicles will be used for transportation. All travel, food and lodging expenses will be paid by the students. Approximately 25 students will participate. The cost to each person will be approximately \$50.

Motion by Trustee Taylor, seconded by Trustee Price, and unanimously carried to approve the field studies as presented.

FIELD STUDIES -
SUMMER 1982
CONTINUED

APPROVED

The district administration has been considering a four-day work week for the past two summers and did not implement it because of other pressing business. It now seems appropriate that this district join with the ever-increasing number of districts which are attempting to save energy and transportation costs.

FOUR-DAY WORK
WEEK - SUMMER 1982

It was recommended that the Board of Trustees approve the four-day work week for the period of May 24, 1982 through July 30, 1982.

Motion by Trustee McKnight, seconded by Trustee Taylor, and unanimously carried to approve the four-day work week for the period indicated.

APPROVED

It was recommended that the Board adopt the following "Multi-Cultural Experience" Resolution which was proposed jointly by the Multi-Cultural Planning Committees from the North Campus and South Campus.

RESOLUTION -
MULTI-CULTURAL
EXPERIENCE

WHEREAS, South Orange County is commonly seen as a homogeneous, affluent, middle class area; and,

WHEREAS, Saddleback College is commonly seen as a college with a white student and faculty population, with traditional attitudes; and,

WHEREAS, Saddleback College, its student body, and the surrounding community is becoming more and more culturally diversified; and,

WHEREAS, Saddleback College recognizes its responsibility to acknowledge the contributions of the varied ethnic groups in our community; and,

WHEREAS, Saddleback College recognizes its goal as the cultural center for the South Orange County community; and,

WHEREAS, Saddleback College has the leadership role in developing the intellectual and cultural activities for its constituency; and,

WHEREAS, Saddleback College's image continues to be a crucial factor in validating the philosophy and goals established by the Saddleback Community College District.

RESOLUTION -
MULTI-CULTURAL
EXPERIENCE
CONTINUED

NOW, THEREFORE, BE IT RESOLVED that the Saddleback Community College District Board of Trustees recognize and establish the Multi-Cultural Experience as a District supported and funded event, to be held annually during the Spring Semester.

Motion by Trustee Watts, seconded by Trustee Price, and unanimously carried by roll call vote.

Roll Call Vote:

APPROVED

Ayes: Trustees McKnight, Price, Taylor,
Walther and Watts
Noes: None
Abstain: None
Absent: Trustees Connolly and Moore

It was recommended that the employment of the following full-time classified personnel be approved:

EMPLOYMENT OF
FULL-TIME
CLASSIFIED
PERSONNEL

Ratification of Employment - South Campus

Robert Withmore, Custodian, Maintenance and Operations, Grade 7, Step 3, \$1,268 per month, plus 5% per hour shift differential, effective February 1, 1982. This is a replacement position for James Kimbrell.

Motion by Trustee Watts, seconded by Trustee Price, and unanimously carried to approve the employment of full-time classified personnel as presented.

APPROVED

Board Policy 107 - Written Commendations was presented to the Board for second reading and approval. A copy of the board policy is on file with these minutes.

BOARD POLICY 107 -
WRITTEN
COMMENDATIONS

Motion by Trustee Taylor, seconded by Trustee Watts, and unanimously carried to approve the board policy as presented.

APPROVED

The appropriate staff have reviewed and recommended the following gift to the district:

GIFT TO THE
DISTRICT

Donor

Gift

GIFT TO THE
DISTRICT
CONTINUED

Prof. Eugene McKnight
San Juan Capistrano

Library of over 400
philosophy books donated
to the Saddleback Community
College District. The
volumes include the History
of Philosophy, General Phi-
losophy, Logic, Epistemology,
Ethics, Aesthetics and
biographies of the great
philosophers.

Motion by Trustee Price, seconded by Trustee Watts,
and unanimously carried to accept the gift to the
district.

ACCEPTED

Main Hurdman, the current district auditors, have
submitted a proposal to perform the required audits
for the fiscal year ending June 30, 1982, as pre-
sented in the contract on file with these minutes.

AUDIT PROPOSAL FOR
1981-82 FISCAL YEA

It was recommended that the Chancellor or the Vice
Chancellor/Business Services be authorized to
execute the audit agreement for 1981-82 as
presented.

Motion by Trustee McKnight and seconded by Trustee
Watts to approve the audit proposal.

Motion by Trustee Watts and seconded by Trustee
Taylor to amend the motion to include that the
district will seek bids for an auditor next year.
Motion failed.

The question was called for on the motion to approve
the audit proposal. Motion passed.

Ratification was requested for an agreement between
the district and Basic Four Corporation which pro-
vides for the district to present instruction for
company employees at the company facilities in
Tustin during the 1982 spring semester. Basic
Four will reimburse the district for costs in the
amount of \$6,475.00.

EDUCATIONAL
SERVICES AGREEMENT
BASIC FOUR
CORPORATION

It was recommended that the Chancellor or the
Vice Chancellor/Business Services be authorized
to execute the appropriate contract documents.

Motion by Trustee Watts, seconded by Trustee
Price, and unanimously carried to approve the
contract documents between the district and Basic
Four Corporation as presented.

APPROVED

The following renewal of institutional memberships were submitted for approval:

MEMBERSHIPS

Financial Aid

National Association of Student
Financial Aid Administrators ... \$395.00

Western Association of Student
Financial Aid Administrators ... \$ 20.00

Motion by Trustee Watts, seconded by Trustee Price,
and unanimously carried to approve the memberships
as presented.

APPROVED

In accordance with the action taken at the meeting
of November 23, 1981, regarding the proposal sub-
mitted by Storer Cable Communications, a resolution
was presented for adoption. A copy of the resolu-
tion is on file with these minutes. The resolution,
prepared with the assistance of County Counsel,
would authorize the district to advertise for bids
for the lease of real property, in accordance with
specified terms and conditions. This is an initial
step in determining the feasibility of leasing
district land.

PROPOSED LEASE OF
DISTRICT REAL
PROPERTY - CABLE
TV FACILITY

It was recommended that the resolution be adopted.

Motion by Trustee Watts, seconded by Trustee
Taylor, and carried by roll call
vote to adopt the resolution with the corrections
as stated.

APPROVED

Roll Call Vote:

Ayes: Trustees McKnight, Taylor, Walther, Watts
Noes: Trustee Price
Abstain: None
Absent: Trustees Connolly and Moore

The following budget reports were submitted for
information and are on file with these minutes:

BUDGET REPORTS
INFORMATION

1. Income Summary Report
2. Budget Report Summary by Object Code
3. Budget Report Summary by Department

A legal action against the district which was
rejected by the Board at the meeting of July 13,
1981 has been referred to the district's insurance
carrier.

LEGAL ACTION
AGAINST THE
DISTRICT
INFORMATION

A list of procedures followed for the sale of surplus/obsolete property was submitted for information and a copy of the list is on file with these minutes.

PROCEDURES FOR
SALE OF SURPLUS/
OBSOLETE PROPERTY
INFORMATION

Motion by Trustee Taylor, seconded by Trustee Price, and unanimously carried to adjourn the meeting at 10:00 p.m.

ADJOURNMENT

The next regular meeting of the Board of Trustees will be Tuesday, February 23, 1982.

SCHEDULE OF
MEETINGS

R.A. Lombardi
R. A. Lombardi, Secretary to the Board of Trustees