Committee Members Present:
Cliff Altfeld, Chair
Robert O’Toole, Co-Chair
Jeffrey Abbott

Committee Members Absent:
None.

Others Present:
John Gay, Chief Information Officer, Technology Services
Mike Ortiz, Warehouse, Distribution & Inventory Manager, Operations
Adrienne Sanchez, Assistant Director, Financial Services
Michele Gutierrez, Senior Staff Assistant I to the Governing Board

ITEM ACTION

MEETING CALLED TO ORDER – Clifford Altfeld called the meeting to order at 2:31 p.m.

CALL TO THE AUDIENCE
No one requested to speak. No action required.

ACTION ITEMS
1. Approval of October 28, 2010 Minutes
Robert O’Toole moved approval. Cliff Altfeld seconded. Approved 2-0, Jeffrey Abbott abstained.

STUDY/ACTION ITEMS
2. RFI Tracking List
Governing Board secretary provided update RFI list to the committee, with no pending RFI’s.

No Action Required, discussion only.

Persons commenting, asking questions, or providing information were Jeffrey Abbott, Cliff Altfeld and Robert O’Toole.
3. RFI-51 – Status of Property Inventories
Mike Ortiz, Warehouse, Distribution & Inventory Manager, Operations, answered questions/concerns and updated the committee with the status of property inventories.

Robert O’Toole moved approval. Jeffrey Abbott seconded. Approved 3-0

Persons commenting, asking questions, or providing information were Jeff Abbott, Cliff Altfeld, Robert O’Toole and Adrianne Sanchez.

4. Semi-annual Report to Governing Board
Cliff Altfeld

Cliff Altfeld presented to the Governing Board the committee’s semi-annual report at the November 9th Governing Board meeting.

Persons commenting, asking questions, or providing information were Jeffrey Abbott, Cliff Altfeld and Robert O’Toole.

No Action Required, discussion only.

5. Recruitment of Audit Committee Members and Interim Strategic Planning
Committee members have been contacting different individuals to recruit them for the Audit Committee.

Once committee is complete with members, discussion for strategic planning will be implemented.

Persons commenting, asking questions, or providing information were Jeffrey Abbott, Cliff Altfeld, Robert O’Toole and Adrianne Sanchez.

No Action Required.

6. Audit Committee Self-Evaluation Responses
Cliff Altfeld has some of the self-evaluation responses, but is waiting for two new members to complete the evaluation.

Persons commenting, asking questions, or providing information were Jeffrey Abbott, Cliff Altfeld and Robert O’Toole.

No Action Required, discussion only.
7. Monthly Budget Update and ERP Status
ERP Status: John Gay provided the committee with an update. Lawson program has been delayed for six months. New anticipated date is July 1, 2011.

Budget Update: Adrianne Sanchez had no updated information at this time.

Persons commenting, asking questions, or providing information were Cliff Altfeld, Robert O'Toole, John Carroll and Adrianne Sanchez.

8. Proposed Agenda Items and/or Additional RFI’s

Persons commenting, asking questions, or providing information were Jeffrey Abbott, Cliff Altfeld, Robert O’Toole and Adrianne Sanchez.

MEETING ADJOURNED 4:15 p.m.

Approved this 16th day of December, 2010.

TUSD GOVERNING BOARD AUDIT COMMITTEE

By ________________________________
Clifford Altfeld
Audit Committee Chair