



BUSINESS DEPARTMENT – Facilities Development & Planning
Office of the Executive Director
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Asset Management Committee (7-11) Meeting

Tuesday, August 27, 2019

Conference Rm. 2, 5:15p.m

Attendees:

Members: Christine Kelly, Kathleen Hill, Marlene Gumbs, Michael Slaughter, Reena Gunion, Rick Turrentine

LBUSD Staff: Alan Reising, Melanie Nazarbekian, and Maria Ruiz

Consultants: Sarine A. Abrahamian, Esq.

Guests: None

Call to Order

- The meeting was called to order by A. Reising at 5:23pm. A. Reising welcomed all members and introduced himself, providing his role in the District. He also provided information on the role of the committee.

Establishment of Quorum

- Roll call was taken and a quorum was established.

Introduction

- A. Reising informed the committee that it would follow the terms of the Brown Act. He added that the Brown Act were regulations put in place by the State to ensure fair and open communication with the community.
- A. Reising asked the members to introduce themselves including how they are connected to Long Beach. Each member provided the requested information.

Public Comment

- None

Discussion Items

Presentation by Legal Counsel on Committee Roles and Responsibilities

- S. Abrahamian provided binders that included the meeting's agenda, committee roles and responsibilities presentation, draft by-laws, and information regarding three district properties (999 Atlantic, 4310 Long Beach, 1515/1511 Hughes Way).
- S. Abrahamian reviewed the committee roles and responsibilities as provided to the committee members.

Present Available Information of the Properties

- S. Abrahamian referred to A. Reising to provide detailed information on the properties that were of topic for the committee. He shared that one of the properties is on 999 Atlantic, had previously housed personnel commission and the bond office but was currently vacant. The second property he discussed is on 4310 Long Beach Boulevard, which previously housed Special Education Division and the OMS office but was currently vacant. The third property located on 1515/1511 Hughes Way, holding the Main/Board Office that could be relocated to better serve the public as this location is at the extreme edge of District and no public transportation serves the location. The Board has asked to explore moving the District office to a more central location to the District. A. Reising also informed about other district properties that will possibly be addressed by the committee that included the Transportation Department location, Procurement Warehouse and Facilities Yard.

Present Draft By-Laws

- A. Reising informed that the committee would need to adopt a set of bylaws. He added that a copy of draft bylaws were included in their binder and asked that they review and provide comments to share at the next meeting. S. Abrahamian reviewed the provided draft bylaws. S. Abrahamian answered questions as presented by committee members.

Action Items

- A. Reising informed that the committee would need to elect officer. He added that the positions included Chair, Vice Chair and Secretary. He provided a description for the role of Chair and asked for nominations. R. Turrentine nominated himself for this role. No additional nominations were made. All members were in favor therefore having R. Turrentine elected as Chair of the committee. R. Turrentine, Chair of the committee asked for nomination for Vice Chair. M. Gumbs nominee R. Gunion for Vice Chair. R. Gunion accepted the nomination. No additional nominations were made. All members were in favor therefore having R. Gunion elected as Vice Chair of the committee. The committee discussed the need of nominating a Secretary Position for the committee. A. Reising informed that the position of Secretary was not necessary due the task filled by this position was delegated to district staff. R. Turrentine asked if there were any committee member opposed to which there were none. All were in favor therefore the position of Secretary was not filled.

Other Business

- Next Meeting is scheduled for September 24, 2019

Adjourn

- R. Turrentine asked for a motion to adjourn the meeting. M. Gumbs motioned to adjourn and R. Gunion seconded with all members in favor. The meeting adjourned at 6:24pm.