

# *Saratoga Cemetery District*

## **Board of Trustees**

**Minutes Special Meeting – September 1, 2009**

**Board Chambers, 14766 Oak Street, Saratoga, CA 95070**

### **1. CALL TO ORDER:**

1.1 Meeting called to order at 1:00 p.m. by Chairwoman Victoria Bosworth.

### **2. ROLL CALL:**

2.1 Trustees present: Victoria Bosworth, Jim Sorden, Judy Johnstone, Gregory Fox and Jane Hopkins. Staff present: Gary Reed and Tim Zadel.

### **3. PUBLIC PARTICIPATION:**

3.1 Jenny Taylor said lets work together with the neighborhood.

Bill Brown said that the public input has been very clear that they don't want big business, they fear losing their property and that their property values will go down. He also said he was surprised at how much power the staff has over the Board and that staff grievances should have been aired in closed forum.

Ray Persico asked Chairwoman Vicky Bosworth to try to restore more order & civility, and let people finish what they have to say before they get cut-off.

### **4. CONTINUING BUSINESS:**

4.1 The Board agreed that the next area to be developed for interments should be the former Sisters of Notre Dame property. Staff was asked to make some rudimentary drawings for road options in the new area. Greg Fox made a motion that a chapel not be included in development plans. Second by Judy Johnstone. Unanimous.

The Board, staff and public toured the two undeveloped areas and then returned to district facilities to continue the meeting.

4.2 Staff was asked to prepare a schedule of expenses for the well installation, connection to the existing system and operation estimates. Staff was also asked to get additional information on the three companies bidding on the well connection. Continued to next Board meeting.

### **5. CLOSED SESSION:**

5.1 The general manager presented the Board with annual employee performance reviews for assistant manager Tim Zadel and administrative assistant Maria Harrington.

The Board reviewed the performance of general manager Gary Reed.

The Board reconvened into open session.

### **6. Further Continuing Business:**

6.1 Jim Sorden moved to approve employee semi- annual merit pay in the following amounts:

**General Manager - \$2,000.00**

**Assistant Manager - \$1,500.00**

**Administrative Assistant - \$750.00**

Second by Vicky Bosworth. Judy Johnstone and Jane Hopkins voted nay. Greg Fox had left the closed session early. The motion failed. Continued to next meeting.

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**6.2 Staff was asked to compile specific information regarding employee salary and benefits**

**and work schedules.**

**Continued to the next Board meeting.**

**13. ADJOURNMENT:**

**13.1 Meeting adjourned at 4:20 p.m.**

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**Gary T.S. Reed, General Manager**

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**Victoria Bosworth, Chairman**

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**James Sorden, Vice-Chairman**

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**Judy Johnstone, Financial Officer**

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**Gregory T. Fox, Trustee**

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**Jane Hopkins, Trustee**

**9/1/09**