

Saratoga Cemetery District
Board of Trustees
Agenda - Regular Meeting
Wednesday – January 14, 2009 – 4:00 p.m.
Multi-Purpose Room, Oak Street School
14592 Oak Street, Saratoga, CA, 95070

1. **CALL TO ORDER:**
2. **ROLL CALL:**
3. **APPROVAL OF MINUTES OF LAST MEETING:**
4. **PUBLIC PARTICIPATION** (Board meetings are open to the public, please call 867-3717 for information).
5. **AGENDA CHANGES** - Additions or deletions to this Agenda may be made by unanimous consent of the Trustees in attendance if it is determined the matter requires immediate attention and the need for action came to the attention of the District subsequent to the Agenda being posted.
6. **COMMUNICATIONS:**
 - 6.1 Written
 - 6.2 Oral:
7. **CONTRACTORS AND PURVEYORS ATTENDING:**
 - 7.1 None
8. **GROUNDSKEEPING AND MAINTENANCE REPORT:**
9. **CONTINUING BUSINESS:**
 - 9.1 Continuing review of financial investments.
 - 9.2 Continuing review of cemetery development & design concepts, master plan
 - 9.3 Review of Board Policies and Administrative Regulations
 - 9.4 Duties of Board Treasurer
 - 9.5 Discussion of removing District funds from control of County Treasurer
10. **NEW BUSINESS:**
 - 10.1 Discussion of Management Letter control deficiencies, vote on recommendations.
 - 10.2 Discussion and vote on web hosting and maintenance.
 - 10.3 Semi-annual employee merit pay
 - 10.4 Discussion on grave site availability
 - 10.5 Proposal and vote on retaining accountant for quarterly account reconciliation.
 - 10.6 Consideration and vote on bids for water well pump installation

11. CLOSED SESSION - THERE IS NONE SCHEDULED. Should a Closed Session be necessary, such will be held in accordance with Government Code Sections 54950-54962 for the sole purpose of considering personnel matters, litigation matters or negotiation matters. The Regular Meeting will be reconvened into Open Session at the conclusion of any Closed Session.

12. ADJOURNMENT: