

*Saratoga Cemetery District*  
**Board of Trustees**  
**Agenda - Regular Meeting**  
**Friday – November 19, 2010 – 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 Auditor Paul Kaymark & Accountant Jayne Brownlee**
- 8. GROUNDSKEEPING AND MAINTENANCE REPORT:**
- 10. NEW BUSINESS:**
  - 10.1 Approval of FY 2009-10 Audit**
  - 10.2 Discussion and action on request from attorney Karen Getman for reimbursement of Jane Hopkins legal expenses pursuant to Govt. Code Section 995.6.**
  - 10.3 Approval of revised Conflict of Interest Policy**
  - 10.4 Pricing of new cremation niches**
  - 10.5 Increased hours for Administrative Assistant**
  - 10.6 Bids for road & curb repair & sealing all roads**

**9. CONTINUING BUSINESS:**

**9.1 Continuing review of financial investments**

**9.2 Continuing review of cemetery development & design concepts, master plan**

**9.2-1 Discussion and revote on Dillon Design Proposals**

**11. CLOSED SESSION - THERE IS ONE SCHEDULED at 3:00 p.m. at the District Offices. 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.**

**11.1 Annual employee performance evaluations**

**12. ADJOURNMENT:**