

Saratoga Cemetery District
Board of Trustees
Agenda - Regular Meeting
Wednesday – May 26, 2010 – 5:00 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 **Jayne Brownlee - accountant**
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**
 - 9.2-1 **Recommendation and approval of Landscape Architect**
 - 9.3 **Second reading of bidding policy for large projects**
 - 9.4 **Discussion of reasonable & proper communication between members of the public, board members, and cemetery staff**
 - 9.5 **Discussion of record keeping protocol**
 - 9.6 **Discussion of status of utility easement**
 - 9.7 **Approval of Resolution for Saratoga Cemetery District Deferred Compensation Plan**
 - 9.7 **Non-resident fee clarification on website**
10. **NEW BUSINESS:**
 - 10.1 **Potential uses and dissolution of cemetery property**
 - 10.2 **Board to rescind direction to Manager re: new auditor**

- 10.3 General Managers employment agreement**
- 10.4 Resolution for Assistant Manager and Administrative Assistant**
- 10.5 Archiving of email communications between trustees**
- 10.6 Archiving of email communications between the public and trustees through the District website**
- 10.7 Review of granite niche wall plan for redwood grove**

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: