

Saratoga Cemetery District
Board of Trustees
Minutes May 25, 2011
Oak Street School, Multi-Purpose Room
14592 Oak Street, Saratoga, CA 95070

1. CALL TO ORDER:

1.1 Meeting called to order at 5:00 p.m. by Vice-Chair Judy Johnstone

2. ROLL CALL:

2.1 Trustees present: Judy Johnstone, Gregory Fox, Victoria Bosworth, James Nunn.
Staff present: Attorney Tony Condotti, Gary Reed.

3. APPROVAL OF MINUTES OF LAST MEETING:

3.1 Trustee Bosworth moved to approve the minutes of the meeting held April 27 as mailed. Second by Trustee Nunn. Approved.

4. PUBLIC PARTICIPATION:

4.1 9 members of the public attended.

5. AGENDA CHANGES:

5.1 None.

6. COMMUNICATIONS:

6.1 Written: Staff presented: SDRMA packet which needs to be reviewed. Trustees Nunn and Bosworth will meet and review the packet and give recommendations to the board; Wells Fargo Advisors sent a packet for updated signatures; and a notice from Supervisor Liz Kniss that Jim Sorden was not re-appointed to the board.

6.2 Oral: None.

7. CONTRACTORS AND PURVEYORS ATTENDING:

7.1 None

8. GROUNDSKEEPING AND MAINTENANCE REPORT:

8.1 Staff reported that: 1) Memorial Day is coming up, the weeds have been mowed on the undeveloped property; Roads were sealed and re-stripped; Gary met with the contractors and work should start on the 'Sister's' property next week.

9. CONTINUING BUSINESS:

9.1 Staff reported annual returns on the District's four investment accounts: Capitol Improve: 3.89%, Endowment Principal: 3.96%, Endowment Interest: 4.2%, Pre-Need: 4.18%

10. NEW BUSINESS:

10.1 Election of Officers: Officers were elected as follows:

**Chairwoman: Judy Johnstone
Vice-Chair: Vicky Bosworth
Financial Officer: Greg Fox**

All were approved by a unanimous vote.

5:15 Trustee Fox left the meeting, and the building.

10.2 Renewal of Landscape Maintenance & Interment contract:

Trustee Bosworth moved to renew the contract with Flora Terra for the year 2011-2012 according to their new rates. 2nd by Trustee Nunn. Approved by Trustees Nunn, Bosworth, and Johnstone.

11. CLOSED SESSION:

11.1 None Scheduled.

12. BOARD SIGNATURES:

12.1 Board signed Minutes of Last Meeting, Certificates of Ownership of Burial Rights and checks.

13. ADJOURNMENT:

13.1 Adjourned at 5:25pm. Moved by Trustee Bosworth to Adjourn, 2nd by Trustee Nunn. Approved 3-0.

**Respectfully submitted,
Victoria Bosworth**

Judy Johnstone, Chairman

Victoria Bosworth, Vice Chairman

Greg Fox, Financial Chairman

James Nunn, Trustee

**Items on Next Agenda:
Memory wall (Vicky)
Strategic plan (Judy)
Resolution (Tony)
Sept 1st minutes (all)**

Closed session next month 4:30