

Saratoga Cemetery District
Board of Trustees
Minutes June 22, 2011
Oak Street School, Multi-Purpose Room
14592 Oak Street, Saratoga, CA 95070

1. CALL TO ORDER:

1.1 Meeting called to order at 5:05 p.m. by Chairwoman Judy Johnstone.

2. ROLL CALL:

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

3. APPROVAL OF MINUTES OF LAST MEETING:

3.1 Trustee Fox moved to approve the minutes of the meeting held May 25, 2011 as corrected (remove word 'special' from line 3.1). Second by Trustee Nunn. Unanimous.

4. PUBLIC PARTICIPATION:

4.1 7 members of the public attended.

5. AGENDA CHANGES:

5.1 Move item 10.1 up on the agenda

10.1 **PUBLIC HEARING:** Resolution of the Board of directors of the Saratoga Cemetery District declaring the Acquisition of Certain Utility Easement Rights Necessary in order for the Saratoga Cemetery District to Carry out its Purposes, and Authorizing the Acquisition Thereof and the Transfer of Funds Therefore (APN 517-12-029).

Resolution #1: Trustee Bosworth moved to accept the recommended findings and adopt the Resolution of Necessity. Trustee Nunn 2nd. Approved 4-0. Trustee Cummins abstained.

6. COMMUNICATIONS:

6.1 Written: Letter from Board of Supervisors appointing Debra Cummins as new Trustee; CSDA Conference to be held Oct 10-13, 2011, in Monterey; the Semi-annual education seminar of the CAPC to be held Oct 7-8, 2011 in Ventura; CSDA submitted possible by-law changes for review.

Trustees Nunn and Bosworth will meet as an Ad Hoc committee to review ballots for SCRMA, CSDA, and proposed by-law changes and will provide a recommendation at the next meeting.

6.2 Oral: None.

7. CONTRACTORS AND PURVEYORS ATTENDING:

7.1 None

8. GROUNDSKEEPING AND MAINTENANCE REPORT:

8.1 Staff reported that: 1) The Memorial Day Services were well-attended. There was a good speaker and a lot of interest. 2) Work has begun on the Sister's property

9. CONTINUING BUSINESS:

9.1 Staff reported annual returns on the District's four investment accounts: Cap. Improv: 3.86%; Endowment Principal: 3.93%; Endowment interest: 4.18%; Pre-need: 4.15%

10. NEW BUSINESS:

10.1 Addressed earlier in the meeting

10.2 Review and approval of Fiscal Year 2011-12 Budget.

Trustee Fox moved to approved the Budget for the year 2011-2012. Trustee Bosworth 2nd. Approved, 5-0.

10.3 Discussion of Memory Wall: Trustee Bosworth brought up the idea of providing a place a person could be remembered, without being buried here. Trustee Johnstone would like this discussion to be continued next month with a strategic plan. Trustee Bosworth suggested that everyone look at the idea of Memorial walls, or pavers in the memorial plaza, or other ideas for the discussion

11. CLOSED SESSION:

11.1 There was one scheduled: a conference with Real Property Negotiators

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 5:50. Moved by Trustee Nunn to Adjourn, 2nd by Trustee Fox. Approved 5-0.

14. RE-OPEN MEETING

14.1 Trustee Johnstone re-convened the meeting at 5:55pm. Manager Reed requested a transfer of funds held by the County from Maintenance & Operations into the Capitol Improvements Fund in order to begin paying for the development costs. Trustee Bosworth moved that \$500,000 of funds held in the County be moved from Maintenance and Operations into the Capital Improvement funds. 2nd by Trustee Fox. Approved 5-0.

14.2 Trustee Johnstone adjourned the meeting (again) at 6:00pm.

Respectfully submitted,
Victoria Bosworth

Judy Johnstone, Chairman

Vicky Bosworth, Vice Chairman

Greg Fox, Financial Chairman

James Nunn, Trustee

Debra Cummins, Trustee