

Saratoga Cemetery District
Board of Trustees
Agenda - Regular Meeting
Wednesday – October 24, 2012 – 4:15 p.m.
Closed Session
District Offices, 14766 Oak Street, Saratoga, CA 95070
Open Meeting – 5:00 p.m.
Faculty Lounge, Oak Street School
14592 Oak Street, Saratoga, CA, 95070

1. CALL TO ORDER:

2. ROLL CALL:

3. CLOSED SESSION - THERE IS ONE 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.

3.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Assistant Manager, Administrative Assistant

4. APPROVAL OF MINUTES OF PREVIOUS MEETING:

5. PUBLIC PARTICIPATION (Board meetings are open to the public, please call 867-3717 for information).

6. 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.

7. COMMUNICATIONS:

7.1 Written:

7.2 Oral:

8. CONTRACTORS AND PURVEYORS ATTENDING:

8.1 None.

9. GROUNDSKEEPING AND MAINTENANCE REPORT:

10. CONTINUING BUSINESS:

10.1 Continuing review of financial investments

10.2 Status of reconveyance of utility easement

10.3 Status of SND development

10.4 Discussion of brochure

11. NEW BUSINESS:

11.1 Acceptance of FY 2011-12 Audit report

11.2 Review of Assistant Manager & Administrative Assistant compensation

11.3 Addendum to Investment Policy

11.4 Review of strategic goals

12. ADJOURNMENT: