

Saratoga Cemetery District
Board of Trustees
Minutes March 28, 2012
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 Vicky Bosworth

2. ROLL CALL:

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

3. APPROVAL OF MINUTES OF LAST MEETING:

3.1 Trustee Nunn moved to approve the minutes of the special meeting held February 29 as mailed. Second by Trustee Cummins. Approved.

Trustee Nunn moved to approve the minutes of the regular meeting held February 15 as mailed. Second by Trustee Cummins. Approved.

4. PUBLIC PARTICIPATION:

4.1 7 members of the public attended.

5. AGENDA CHANGES:

5.1 None.

6. COMMUNICATIONS:

6.1 Written: email from the auditor who is now independent; 3 buy notices; CSDA looking for nominations for board of directors.

6.2 Oral: Trustee Bosworth reported on the CAPC conference in San Luis Obispo.

7. CONTRACTORS AND PURVEYORS ATTENDING:

7.1 None

8. GROUNDSKEEPING AND MAINTENANCE REPORT:

8.1 Staff reported that he had spoken with the landscape and maintenance contractor and does not expect any increase in their cost next year; office was out of power for 5 hours yesterday due to panel upgrade for new part of cemetery.

9. CONTINUING BUSINESS:

9.1 Staff reported annual returns on the District's four investment accounts: Capitol Improv: 3.46%, Endowment Principal: 3.69%, Endowment Interest: 3.62%, Pre-Need: 3.57%

9.2 Status of acquisition of utility easement: tomorrow (March 29) the case is being seen by a judge, hopefully we will get a judgment tomorrow, or at the very least an indication of when to expect a judgment.

9.3 Status of SND development: property looks good, all the major work is done, except for installation of fountain and pavers. Need to seed/sod and plant.

9.4 Discussion of roof for manger's house: Jerry Hamilton came to look and will give an estimate for raising the pitch of the roof, as well as re-roofing.

9.5 Discussion of brochure: Trustees Nunn and Bosworth have met once, came up with some ideas, will meet again to have more to present to the Board in April.

10. NEW BUSINESS:

10.1 Discussion and decision on Lisa Roberts request to move father's marker: no decision made. Continued to next meeting

10.2 Discussion and decision on removal of pittosporum hedge: Trustee Nunn moved to remove the pittosporum hedge and replace it with tall flowering shrubs, where needed. Trustee Cummins 2nd . Approved.

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 5:50pm.

Respectfully submitted,
Victoria Bosworth

Judy Johnstone, Chairman

Victoria Bosworth, Vice Chairman

James Nunn, Financial Officer

Debra Cummins, Trustee