

Saratoga Cemetery District

Board of Trustees

Minutes - January 23, 2013

**Faculty Lounge, Oak Street School
14592 Oak Street, Saratoga, CA 95070**

1. CALL TO ORDER:

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

2. ROLL CALL:

2.1 Trustees present: Judy Johnstone, Debra Cummins, Victoria Bosworth, James Nunn, and Wayne McIntyre. Staff present: Gary Reed, attorney Tony Condotti.

3. APPROVAL OF MINUTES OF LAST MEETING:

3.1 Minutes were amended to include words 'all available real estate' in item 10.1, following the word "filter". Trustee McIntyre moved to approve the amended minutes of the previous meeting. Second by Trustee Cummins. Approved.

4. PUBLIC PARTICIPATION:

4.1 No members of the public attended.

5. AGENDA CHANGES:

5.1 None.

6. COMMUNICATIONS:

6.1 Written: 5 buy notices; 3 redeem notices for bonds in the District portfolio.
Information available about the next conference to be held April 4-6.

6.2 Oral: 1) Semi-annual sales and burial statistics presented.
2) Santa Clara CSDA LAFCO representative election report: The Special Districts assoc. did vote to become part of LAFCO; we have 2 seats on the board. One seat will be taken by the SCC Water District, the 2nd seat was voted to go to the SCC Open Space Rep.

7. CONTRACTORS AND PURVEYORS ATTENDING:

7.1 None

8. GROUNDSKEEPING AND MAINTENANCE REPORT:

- 1) Damage to the brick entry columns was repaired by Blossom Valley Construction.
- 2) Drain lines were replaced due to invasive root damage.
- 3) Two free trash receptacles were received from
- 4) Three tree wells were expanded around mature oaks adjacent to new development.
- 5) The grape stake fence between the Teeter property and the cemetery is falling down.
Agendize for next meeting.

9. CONTINUING BUSINESS:

9.1 Staff reported annual returns on the District's four investment accounts: Capital Improv. 3.26%, Endowment Principal: 3.25%, Endowment Interest: 3.12%, Pre-need: 3.35%

9.2 Status of the well: according to the most recent email from PGE, the job is scheduled for 2/19/13.

9.3 Status of SND development: Its done! The final costs: \$1,680,184.74 for the land; \$98,840.63 for the design process; \$844,472.88 for construction; Total cost: \$2,623,498.25. This gives each grave a base cost of \$1400.

9.4 Discussion of the Brochure: James and Wayne will get together to discuss photos for the brochure; The historical brochure will be sent out to all board members to review at home before the next meeting.

9.5 Review and approval of bids for fence replacement: no bids received yet, continued to next month.

10. NEW BUSINESS:

10.1 Election of Officers: Officers were elected as follows:

Chairwoman: Vicky Bosworth

Vice-Chair: James Nunn

Financial Officer: Debra Cummins

All were approved by a unanimous vote.

10.2 Board support/opposition of CAPC proposed legislation. After discussion, Trustee Nunn moved to oppose the legislation. Trustee McIntyre 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 6:05

Respectfully submitted,
Victoria Bosworth

Judy Johnstone, Chairman

Victoria Bosworth, Vice Chairman

James Nunn, Financial Chairman

Debra Cummins, Trustee

Wayne McIntyre, Trustee