

# SARATOGA CEMETERY DISTRICT

## MINUTES

REGULAR MEETING

OF THE BOARD OF DIRECTORS OF  
THE SARATOGA CEMETERY DISTRICT

July 20, 2022

14766 Oak Street, Saratoga, California

5:00 pm

CALL TO ORDER: 5:00 pm

**ROLL CALL:** Trustees present: Norman Koepernik, Sue Fitzpatrick, Lisa Oakley, Vicky Bosworth. Staff present: Steve Albright

**GUESTS PRESENT:** None

**CLOSED SESSION:** Employee and salary review. 5:01 pm.

**RECONVENE TO OPEN SESSION:** Report on closed session.

Sue Fitzpatrick reviewed the General Manager evaluation as submitted by each Board member. Steve Albright's score was 4.85 points out of 5.00 points.

Vicky Bosworth moved to give Steve Albright a 2.5% raise in salary. Motion seconded by Norman Koepernik. Unanimous.

Steve Albright presented his employee review of Sandra Gonzalez and Jesse Cardenas.

Sandra Gonzalez received a score of 3.73 points out of 4.0 points.

Jesse Cardenas received a score of 2.57 points out of 4.0 points.

Vicky Bosworth moved to raise Sandra Gonzalez's salary to \$33.00 per hour. Motion seconded by Norman Koepernik. Unanimous.

## **PUBLIC COMMENT TIME**

(This is the opportunity for individuals to make and/or submit written or oral comments to the Board on any item within the purview of the Board, which are NOT part of the Agenda. No action on the item may be taken, but the Board may request the matter be placed on a future agenda.) No Comments.

## **CONSENT CALENDAR**

(The Consent Agenda is comprised of items which appear to be non-controversial. Persons wishing to speak on any item may do so by raising their hand to be recognized by the President.)

- 1) Minutes from June 2022 Board Meeting
- 2) Manager's Report: June 2022
- 3) Financial Report: June 2022
- 4) Check Register: June 2022
- 5) Stifel Investments: June 30, 2022
  - a) Endowment Care: 2.54%
  - b) Endowment Care Interest: 2.46%
  - c) Land Acquisition: 2.42%
  - d) Pre Need: 2.14%

Norman Koepernik moved to accept the Consent Calendar as presented. Motion seconded by Vicky Bosworth. Unanimous.

## **REGULAR AGENDA ITEMS**

1) Discuss Land Acquisition: Norman Koepernik is looking for possible properties. No action taken.

2) Review progress of Tranquility Cremation Garden: The Board went out to the Cremation Garden to view the progress. Norman Koepernik will put together a plants lists that will complete all plantings.

Steve Albright will receive a proposal from Florra Terra Landscaping to install the cremation monuments and present it at the August Board meeting.

3) Discuss progress of Block 76 development: Steve Albright completed a Zoom meeting with Eric Lees + Associates to field any questions and determine progress. Architects involved in the design asked questions about existing trees and road location.

The Board felt it would be beneficial to hold a Special meeting in August to discuss these topics. The Special meeting will be held on August 8, 2022 at 4:00 pm.


**AJOURNMENT: 6:42 pm**

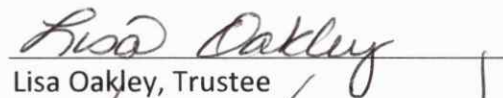
- Any disclosable public records related to an open session item on the agenda and distributed to all or a majority of the Commissioners less than 72 hours prior to that meeting are available for public inspection at the business office located at 14766 oak Street, Saratoga, California, during normal business hours.
- In compliance with the Americans with Disabilities Act, those requiring accommodation for this meeting should notify the District Secretary 24 hours prior to the meeting at (408) 867-3717.


Minutes by Steve Albright

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Sue Fitzpatrick, Chairperson

  
Victoria Bosworth, Vice Chairperson

  
Lisa Oakley, Trustee

  
Norman Koepernik, Treasurer

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, Trustee