

SARATOGA CEMETERY DISTRICT

MINUTES

REGULAR MEETING

OF THE BOARD OF DIRECTOR OF
THE SARATOGA CEMETERY DISTRICT

October 25, 2023

14766 Oak Street, Saratoga, California

5:00 pm

CALL TO ORDER: 5:01 pm

ROLL CALL: Norman Koepernik, Sue Fitzpatrick, Vicky Bosworth, Lisa Oakley.

GUESTS PRESENT: None

PUBLIC COMMENT TIME: (This is the opportunity for individuals to make and/or submit written or oral comments to the Board of Directors 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). None

CONSENT CALENDAR: (The Consent Calendar 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 residing Chairperson).

- 1) Minutes from the September 2023 Board meeting
- 2) Manager's Report: September 2023
- 3) Financial Report: September 2023
- 4) Check Register: September 2023
- 5) Stifel Investments: September 30, 2023
 - Endowment Care: 3.08% - up .19
 - Endowment Care Interest: 3.46% - up .02
 - Land Acquisition: 3.12% - up .04
 - Pre Need: 3.07% - down .03

Norman Koepernick moved to accept the Consent Calendar as presented. Motion seconded by Sue Fitzpatrick. Unanimous.

REGULAR AGENDA ITEMS

- 1) **Discuss Land Acquisition:** No action taken. Norman Koepernik will work with the city of Saratoga to obtain soil testing reports and geological reports for tract 6628.
- 2) **Discuss Tranquility Garden signage, benches and statues:** Norman Koepernik reported the Tranquility sign is installed and he is still looking for benches.
Steve Albright presented a proposal from Pacific Water Art for \$23,675.00 to install the fountain for Tranquility Garden. Norman Koepernik will review the proposal before any action is taken.
- 3) **Review design plan for Block 76:** Vicky Bosworth presented the concept of a large boulder as focal feature in the columbarium area of block 76. Norman will draw a new conceptual plan for the next meeting.
- 4) **Review program for "Wreaths Across America":** Lisa Oakley reported "Wreaths Across America" is scheduled for December 16, 2023. Funds collected will purchase 648 wreaths. The speaker will be Major General Tracy Smith. Lisa also reported the "Sons of the American Revelation" would like to be part of the Honor Guard.
Sue Fitzpatrick will schedule a Bag Piper for the event.
- 5) **Manager's Report:** Steve Albright reported the following.
 - a. Bank of the West was purchased by BMO and all accounts transferred properly.
 - b. A vehicle recently struck and damaged the brick pillar at the entrance. I have contracted a crew to make the repair. The repair will be completed tomorrow.
 - c. I received a phone call from our neighbor Dennis Hunter about our fence. The fence between our properties is leaning and Dennis would like it repaired without disturbing any shrubbery on the fence. I contacted PL Fence Company to repair the fence. The repair requires the shrubbery be removed for the repair to be made. I will contact Dennis to try to satisfy his request.
 - d. I received an invoice from Flora Terra Landscaping for services not billed since December 2019. Most of the unbilled invoices are less than 90 days old and are now currently paid. The remaining invoices total \$21,510.60. I will research each invoice to verify our financial responsibility before paying the invoice. The Board may need to pass a resolution to increase the budget to accommodate the payment of the past invoices.

Agenda items for next Board Meeting:

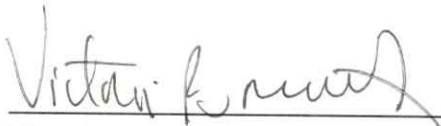
- 1) Discuss Land Acquisition.
- 2) Review Progress of Tranquility and discuss benches and fountain.
- 3) Review design for Block 76.
- 4) Discuss "Wreaths Across America" program.
- 5) Report on the Madronia Arch repair.
- 6) Manager's report

NEXT REGULAR BOARD MEETING: November 29, 2023 at 5:00 pm

AJOURNMENT: 6:15 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 accommodations for this meeting should notify the District Secretary 24 hours prior to the meeting at (408) 867-3717.

Minutes by Steve Albright



Victoria Bosworth, Chairperson



Norman Koepernik, Vice Chairperson



Sue Fitzpatrick, Trustee



Lisa Oakley, Treasurer

,Trustee