

SARATOGA CEMETERY DISTRICT

MINUTES

REGULAR MEETING

OF THE BOARD OF DIRECTORS OF
THE SARATOGA CEMETERY DISTRICT

November 20, 2024

14766 Oak Street, Saratoga, California

5:00 pm

CALL TO ORDER: 5:00 pm

ROLL CALL: Present: 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 October 2024 Board meeting and the Special Meeting November 4, 2024
- 2) Manager's Report: October 2024
- 3) Financial Report: October 2024
- 4) Check Register: October 2024
- 5) Stifel Investments: October 31, 2024
 - Endowment Care: 4.20% - Up .09
 - Endowment Care Interest: 3.97% - down .04
 - Land Acquisition: 3.90% - up .01
 - Pre Need: 3.60% - down .19

Vicky Bosworth moved to accept the Consent Calendar as presented. Motion seconded by Sue Fitzpatrick. Unanimous.

REGULAR AGENDA ITEMS

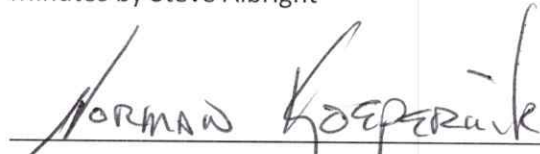
- 1) **Discuss Land Acquisition:** Steve Albright reported on his conversation with District council, Kirsten Powell. Kirsten would like to schedule a meeting with Steve and the Land Acquisition committee to review the legal requirements of Government agencies purchasing property. Steve will schedule the meeting with Kirsten.
The Board also discussed various properties up for sale in the District.
- 2) **Report on Tranquility Garden Statue:** Norman Koepernik reported the fruit basket finial he ordered is no longer available from the manufacturer. Norman was able to select a different fruit basket that is similar to the original selection. The manufacturer still feels all the statue will be received in December.
- 3) **Review design plan for Block 76 :** Steve Albright reported he has contacted Lees+Associates to proceed with plans for Block 76 cremation garden. Nothing has yet to be received. Norman has contacted a contractor to bid on the grading of the cremation garden area. Steve will also solicit bids for grading.
- 4) **Discuss 2024 Wreaths Across America:** Lisa Oakley reported 972 wreaths have been donated. The key note speaker will be Brigadier General Christopher Cook and Councilman Joe Simitian will also participate in the service. Lisa will provide the cemetery office with the event flyer and Lisa will inform Steve Albright of the wreath delivery date when received.
- 5) **Discuss the replacement tree in Block 86:** No discussion of action
- 6) **Manager's report:**
 - a) Steve Albright reported he has not been able to transfer BMO funds to Stifel via ACH. Steve recommends a wire transfer instead.
 - b) Steve Albright reported our BMO bank statement shows an unauthorized payment to Capitol One for \$337.20.
 - c) Steve Albright reported the entire Board will need to sign new signature cards with BMO bank. Board members should schedule their appointment to sign all on the same day.
- 7) **Agenda Items for the next Board meeting:**
 - 1) Board Elections.
 - 2) Discuss Land Acquisition.
 - 3) Report on Tranquility statue.
 - 4) Discuss Block 76 design.
 - 5) Report on Wreaths Across America.
 - 6) Discuss Madronia Arboretum tree replacement in Block 86.
 - 7) Schedule BMO Bank signature card appointment.
 - 8) Manager's report.
 - 9) Agenda items for the next Board meeting.

NEXT REGUALR BOARD MEETING: January 22, 2025 @ 5:00 pm

AJOURNMENT: 6:22 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.

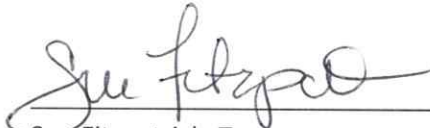
Minutes by Steve Albright



Norman Koepernik, Chairperson



Lisa Oakley, Vice Chairperson



Sue Fitzpatrick, Treasurer



Vicky Bosworth, Trustee

,Trustee