

SARATOGA CEMETERY DISTRICT

MINUTES

REGULAR MEETING

OF THE BOARD OF DIRECTORS OF
THE SARATOGA CEMETERY DISTRICT

April 24, 2024

14766 Oak Street, Saratoga, California

5:00 pm

CALL TO ORDER: 5:00 pm

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

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 March 2024 Board meeting
- 2) Manager's Report: March 2024
- 3) Financial Report: March 2024
- 4) Check Register: March 2024
- 5) Stifel Investments: March 31, 2024
 - Endowment Care: 3.95 - up .06
 - Endowment Care Interest: 4.00% - up .11
 - Land Acquisition: 3.46% - up .00
 - Pre Need: 3.57% - up .20

Vicky Bosworth moved to accept the Consent Calendar as presented. Motion seconded by Lisa Oakley. Unanimous.

REGULAR AGENDA ITEMS

- 1) **Discuss Land Acquisition:** No discussion/No Action
- 2) **Discuss Tranquility Garden benches and fountain:** No progress on the benches. The fountain spout has been installed and the plumbing holes have been drilled. The contractor will start the pump and equipment installation next week. We still need Schwab Electric out to run the electrical. All work should be completed by the next Board meeting.
- 3) **Review design plan for Block 76 with Lees+Associates via zoom:** The Board met with Josh Bernson via Zoom to review the two concept designs prepared by Lees+Associates. The Board selected concept design #1. The Board requested that the water feature be removed from the design. Josh will remove the water feature and provide a more detailed design for the next Board meeting.
- 4) **Report on the Madronia entrance arch:** No report/No action
- 5) **Review and invite motion on Board Resolution 2024-3 “transferring BMO funds to Stifel”:** The Board reviewed Board Resolution 2024-3. Vicky Bosworth motioned to approve Board Resolution 2024-3 as written. Motion seconded by Lisa Oakley. Unanimous.
- 6) **Discuss purchase limit for Eligible Non-Residents:** The Board discussed a policy that would limit the number of burial rights an eligible non-resident may purchase and also a possible non-resident fee increase. No action taken. The Board will continue this discussion at the next Board meeting.
- 7) **Present and discuss proposed 2024-2025 Budget:** Steve Albright reviewed the 2024-2025 proposed budget with the Board. The Board did not ask for any modifications. Steve will present the final draft to the Board at the next Board meeting.
- 8) **Manager’s report:**
 - a. Steve Albright reported that Madronia has received several reports of flower theft. Steve has ordered a sign to be placed at the entrance stating “It is unlawful to take flowers” and “All activities monitored by video camera”.

Agenda items for next Board Meeting:

- 1) Discuss Land Acquisition.
- 2) Discuss Tranquility benches and fountain.
- 3) Review Block 76 design.
- 4) Report on Madronia arch.
- 5) Discuss purchase limits for eligible non-residents.
- 6) Present and invite motion for 2024-2025 Budget.
- 7) Manager’s report
- 8) Agenda items for next Board meeting.