

SARATOGA CEMETERY DISTRICT

MINUTES

REGULAR MEETING

OF THE BOARD OF DIRECTORS OF
THE SARATOGA CEMETERY DISTRICT

August 28, 2024

14766 Oak Street, Saratoga, California

5:00 pm

CALL TO ORDER: 5:05 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 July 2024 Board meeting
- 2) Manager's Report: July 2024
- 3) Financial Report: July 2024
- 4) Check Register: July 2024
- 5) Stifel Investments: July 31, 2024
 - Endowment Care: 4.09% - down .02
 - Endowment Care Interest: 4.23% - down .01
 - Land Acquisition: 3.90% - up .04
 - Pre Need: 4.12% - up .38

Lisa Oakley moved to accept the Consent Calendar as presented. Motion seconded by Sue Fitzpatrick. Unanimous.

REGULAR AGENDA ITEMS

- 1) **Discuss Land Acquisition:** Norman Koepernik reported he is still investigating for sale properties in the District that could serve as a cemetery.
- 2) **Report on Tranquility Garden Statue:** Norman Koepernik reported he is looking at statuary for Tranquility Garden.
- 3) **Review design plan for Block 76 :** No report/no action.
- 4) **Report on the Madronia entrance arch:** No report.
- 5) **Conduct the second reading of revised A.R. 502 "Restriction on the sale of interment rights" :** the Board conducted the second reading of A.R. 502. Vicky Bosworth moved to accept A.R. 502 as written. Motion seconded by Lisa Oakley. Unanimous.
- 6) **Discuss Arboretum:** The Board has asked Steve Albright to report on the number of tree species currently residing in Madronia Cemetery at the September Board meeting. The Board is trying to determine if a level 2 arboretum classification is possible.
- 7) **Manager's report:**
 - a) Steve Albright reported BMO Bank is investigating the \$721.90 ACH withdrawal in question on the July bank statement. No results have been communicated.
 - b) A client of the district has been questioning management's decision as to where benches may be placed in block 87. Management is firm on the decision, although the client may look to the Board for further action.
 - c) Several website contractors have contacted management about ADA compliance issues with our website. Management will contact the District's current Website contractor to see if it may be updated to be fully ADA compliant.
 - d) Steve Albright has asked the Board if they would approve a remodel to the bathroom in the manager's house. The current shower over tub is becoming more difficult for his live in mother-in-law to use. Steve will provide the Board with a bid at a future Board meeting.

Agenda items for next Board Meeting:

- 1) Discuss Land Acquisition.
- 2) Discuss Tranquility statue.
- 3) Review Block 76 design.
- 4) Report on the Madronia entrance arch.
- 5) Discuss Madronia Arboretum.
- 6) Manager's report
- 7) Agenda items for next Board meeting.

NEXT REGUALR BOARD MEETING: September 25, 2024 @ 5:00 pm

AJOURNMENT: 6:35 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