

SARATOGA CEMETERY DISTRICT

MINUTES

REGULAR MEETING

OF THE BOARD OF DIRECTORS OF THE SARATOGA CEMETERY DISTRICT

March 26, 2025

14766 Oak Street, Saratoga, California

5:00 pm

CALL TO ORDER: Lisa Oakley call the meeting to order at 5:00 pm

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

GUESTS PRESENT: Mark Weisler

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). Mark Weisler commented on the extremely difficult experience he had with Cypress Granite after he ordered his wife's memorial marker. Cypress Granite estimated the memorial would take 2 months to complete when it actually took nine months. Mark asked us not to recommend Cypress Granite to our customers.

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 February Board Meeting and the March 12th Special Meeting.
- 2) Manager's Report: February 2025.
- 3) Financial Report: February 2025.
- 4) Check Register: February 2025.
- 5) Stifel Investments: February 28, 2025.
 - Endowment Care: 4.10% - Down .04
 - Endowment Care Interest: 4.03% - down .03
 - Land Acquisition: 3.96% - down .05
 - Land Acquisition (General Fund): 3.99%- down .15
 - Pre Need: 4.07% - down .07

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

CLOSED SESSION: Cancelled

REGULAR AGENDA ITEMS

- 1) **Discuss Land Acquisition:** No Discussion
- 2) **Report on Tranquility Garden Statue:** The statue is not installed. Installation delayed by rain.
- 3) **Discuss Block 76 development:** Steve Albright reported he spoke to Josh Bernsen at the CAPC conference. He will finish up the design and send them to us.
- 4) **Discuss BMO bank activities and Wells Fargo bank account progress:** Steve Albright reported there were more unauthorized withdrawals in February and all withdrawals have been returned. Steve also met with Wells Fargo to discuss opening an account. They took information about the District and will get back to Steve by the end of the week.
- 5) **Review and revise 2024-2025 Budget:** Steve Albright presented revisions to the 2024-2025 budget. Vicky Bosworth moved to revise the 2024-2025 budget as presented. Motion seconded by Sue Fitzpatrick. Unanimous
- 6) **Discuss ADA Website compliance:** The Board discussed ADA website compliance. No action taken.
- 7) **Discuss Madronia arboretum (new tree):** Steve Albright asked if we have a commitment to donate the Strawberry Tree that was approved at the February Board meeting. No commitments received.
Vicky Bosworth would like to add the Pink Trumpet Tree to the Tree Varieties List.
- 8) **Discuss issue of missing flowers:** The Board would like to add "The cemetery is not responsible for missing Flowers" to our flower policy.
- 9) **Report on the California Association of Public Cemeteries conference:** Steve Albright reported he and Norman Koepernik spoke with the representative from Golden State Risk Management Authority and would like to ask for a quotation to insure the District. Steve reported he also spoke to an attorney from BBK who might be able to help us with an eligible non-resident policy. Steve will contact him to discuss this further.
- 10) **Manager's report:**
 - a. Steve Albright reported he had received a proposal from Moon Valley Nursery to straighten and support the Palo Verde tree in block 88. The proposal is for \$1500.00.
- 11) **Agenda Items for the next Board meeting:**
 - 1) Discuss Land Acquisition.
 - 2) Report on Tranquility statue.
 - 3) Discuss Block 76 design.
 - 4) Discuss Madronia Arboretum tree replacement in Block 86.
 - 5) Review progress of Wells Fargo bank account.
 - 6) Discuss ADA website compliance.
 - 7) Discuss stolen flower issue.
 - 8) Manager's report.
 - 9) Agenda items for the next Board meeting

NEXT REGULAR BOARD MEETING: April 23, 2025 @ 5:00 pm

ADJOURNMENT: 5:50pm by Lisa Oakley

- 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



Lisa Oakley, Chairperson



Sue Fitzpatrick, Vice-Chairperson



Victoria Bosworth, Treasurer



Norman Koepernik, Trustee

,Trustee

