

Regular Board Meeting
Of Wednesday, April 11, 2018

Call to Order: Chairman Clouse called the meeting to order at 9:20 a.m. and those assembled recited the Pledge of Allegiance.

Roll Call: Present were Trustees Robert Clouse, Beverly Dodds, Carolyn Flood, Patricia Vogel, DM Terri Perrin and DF Guillermo Barron. Visitors present: Margaret Anne Lowery Jasso.

Public Comment: Margaret Anne Lowery Jasso read her letter aloud which stated that she would like the Board to reconsider her buying a plot in Fair Oaks Cemetery District. She had selected a plot, when she lived in the District, in 2004. She made two payments and none since then. She was told that the plot had been sold, due to non-payment. Several certified letters were sent and all were returned. She has since moved out of the District, but would like to be buried in Fair Oaks because she had lived in the District when she originally selected a plot. The Trustees will consider this item at the May Board meeting.

DM Reports: DM Perrin reported on the March sales, burials, safety meeting, major purchases and attendance.

DF Report: DF Barron said the he and Gonzalo are continuing making the flag holes (230) for the Avenue of Flags. They are starting with the weed-eating and trimming the shrubs. It has been hard to find help. Chairman Clouse asked DF Barron to check a marker near the front gate that may have turned over. Also, the neighbor's tree came down in the last storm, but there was no damage to Fair Oaks Cemetery.

Web Site Hits: 263

Incident Report: None

Correspondence: Per the attached.

Old Business: An updated copy of the Public Records Request form was presented, showing the price for copies. Per the Saeteun letter, DM Perrin reported that Ruhkala Monument Co. will be here on Thursday to move the monument to the correct grave.

Per Cemsites, DM Perrin said that the company required a down payment of \$4,000 to get things started and hopefully will have the new system in place by early in the new fiscal year. Trustee Flood motioned to approve the amount and was seconded by Trustee Vogel. The motion passed 4-0.

Finance Committee Report: Trustee Dodds reported that the Committee met, reviewed the claims and recommends approval for \$19,563.63 under the Consent Calendar.

The Fair Oaks Community Partnership Committee: Trustee Vogel said the discussions have been about the upcoming Fair Oaks Fiesta Days, the Taste of Fair Oaks and It's My Park Day. PBID has 27% of property owners on board. Legal Counsel, Bob Hunt, was concerned about the Cemetery being involved in a conflict of interest as PBID has a political position. Trustee Vogel said she would attend representing the other groups on which she participates but not representing the Fair Oaks Cemetery District. She will bring back information to share with us. Trustee Vogel asked Chairman Clouse to take her place at the next meeting, as she will be in Japan. She also asked the Chairman to restate Bob Hunt's words regarding PBID.

Oak Knoll Development: DF Barron reported that he met with Jimmy Pinocchio, Civil Engineer, and Curt Cleary from Rain Bird. They measured for water lines and sprinklers and a water conservation system. DF Barron said that the weeds will be mowed down and the area will be sprayed (Custom Agronomics).

Memorial Day Committee: Trustee Dodds said the theme for this year is "Military Chaplains". DM Perrin said Ami Bera, Ted Gaines and Kevin Kiley have confirmed they will attend and speak. The next meeting is on Friday, April 20th at 1 p.m. Chairman Clouse asked that all Trustees be in attendance to help with the Barbeque on Thursday, May 24th at 10:30 a.m. for those who are placing flags and crosses.

Investment Committee Report: Trustee Flood said the committee will have a report for next month.

Consent Calendar: Trustee Flood said there was an error in the Board minutes, and it was removed from the Consent Calendar. Trustee Flood motioned to amend the minutes and was seconded by Trustee Dodds. The amendment passed 3-0-1 abstain (Vogel). Trustee Flood motioned to approve the minutes as corrected (without the FOCAP attachment) and was seconded by Trustee Dodds. The motion passed 3-0-1 abstain (Vogel). Trustee Flood motioned to approve the claims, as corrected, and was seconded by Trustee Dodds. The motion passed 4-0.

Fair Oaks Cemetery Employee Handbook: Items were reviewed for discussion. They include: Performance Evaluations, Discretionary Benefits, Accidental Death & Dismemberment Insurance, Probationary Periods, Sick Leave, Smoking (to include Vaping & Chewing), Cell Phone Policy, and the Vacation Policy. After corrections are made, the Handbook should be ready for a final vote. Chairman Clouse motioned approval of the Employee Handbook, with the corrections to be made and further discussion on a Vacation Policy. The motion was seconded by Trustee Vogel. The motion passed 4-0. District Counsel, Bob Hunt, suggested that the employees have a Desk Reference, which would detail their job position.

Recommendation to the Special District Selection Committee: None

Questions & Comments: DM Terri Perrin announced that she will be retiring at the end of the year (December 31, 2018). Chairman Clouse said our next meeting is Wednesday, May 9th.

Adjournment: With no further business, the meeting adjourned at 11:53 a.m.

Approved as _____ read _____ corrected
_____ Chairman

Prepared by _____ Secretary

Votes: _____ Ayes
_____ Nays
_____ Abstain
_____ Absent

