



FAIR OAKS CEMETERY

7780 Olive Street Fair Oaks, CA 95628

Phone (916) 966-1613 Fax (916) 966-8921

www.fairoakscemetery.com

ESTABLISHED 1902

BOARD OF TRUSTEES
Robert Clouse-Chairman
Carolyn Flood-Vice Chairman
Patricia Vogel
Albert D. Neufeld
Peter Schroeder

Guillermo Barron
District Manager
Mysti Lingenfelter
Admin Assist
Gonzalo Vega
District Foreman

**"It is our mission to partner with our community to
preserve our past & memorialize our future."**

NOTICE

OF REGULAR MEETING OF THE BOARD OF TRUSTEES OF FAIR OAKS CEMETERY DISTRICT

Wednesday, July 14, 2021 at 9:15 am

District Office

7780 Olive St.

Fair Oaks, CA 95628

Due to COVID-19 precautions this meeting will be held in person and online via Zoom.

Join Zoom Meeting

<https://us02web.zoom.us/j/84755253023>

Meeting ID: 847 5525 3023

One tap mobile

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+13462487799,,84755253023# US (Houston)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 847 5525 3023

Find your local number: <https://us02web.zoom.us/u/kbISRsDPH>

Finance Committee meets at 8:45am

Investment Committee meets at 8:30am

This agenda has been prepared and posted at least 72 hours prior to the regular meeting of the Board of Trustees in accordance with the Ralph M. Brown Act. The public may be heard on an item before or during the consideration of any agenda item to be considered by the Board, subject to reasonable time limitations for each speaker. Members of the Public may address matters under the jurisdiction of the Board of Trustees, and not on the posted agenda, provided that no action shall be taken on any item not appearing on the agenda. The Board cannot take action on any unscheduled items unless it is declared by a vote of at least two-thirds (2/3) of the Board that there is an urgent need to take immediate action, and the need for action came to the attention of the District after the agenda was posted. Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order. Details and supporting materials concerning agenda items are available for public reference during normal working hours at the District Office.

1. Call to Order-9:15 a.m.
2. Pledge of Allegiance
3. Roll Call of Board

Fair Oaks Cemetery District Agenda for Board of Trustees Meeting July 14, 2021

4. Public Comment on any agenda items - Open or Closed.

The Board of Trustees of the Fair Oaks Cemetery District appreciates and encourages public interest and welcomes questions and opinions at its meetings. Members of the public desiring to address the Board are requested to first be recognized by the presiding officer and identify themselves for the record. The presiding officer may, in the interest of time and good order, limit the length and number of public comments and presentations.

5. Unfinished Business - Board Discussion & Possible Action Items

A.

6. Finance Committee Report

7. Consent Calendar

A. Approval of Board Minutes of June 9, 2021

1-5

B. Approval of Claims

8. Investment Committee Report

9. Information Items

A. District Foreman's Monthly Report

i. Safety Report

ii. Any unusual activities

B. DM's Monthly Reports:

i. Sales

6-15

ii. Internments

iii. Attendance

iv. Website Contacts

v. Correspondence

16-19

1. CAPC Director Elections

2. Treasury Oversight Committee Information

vi. Upcoming events, conferences, and trainings

20-21

1. CAPC October 8, 2021 in San Luis Obispo

vii. Major Purchases or other Extraordinary Expenditure

viii. Incidents

10. New Business - Board Discussion & Possible Action Items:

A. Policy & Procedure Review - Document Retention

22-31

11. Trustees Discussions, Questions, & Comments

12. Adjournment

This Agenda posted this 9th Day of July 2021


Guillermo Barron, District Manager

A complete agenda packet, including staff reports and supporting documents, is available for public inspection at the District Office during normal business hours.

In compliance with Americans with Disabilities Act the Fair Oaks Cemetery District will make available to members of the public any special assistance necessary to attend and participate in this meeting. In addition, if requested this agenda will be made available in appropriate alternative formats. All such requests should be made at least 72 hours prior to the meeting to the District Manager at 916-966-1613 or at the District's office as listed at the top of the agenda.