



# FAIR OAKS CEMETERY DISTRICT

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[www.fairoakscemetery.com](http://www.fairoakscemetery.com)  
ESTABLISHED 1902

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

**"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, November 10, 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/86950235624>

Meeting ID: 869 5023 5624

One tap mobile

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+12532158782,,86950235624# US (Tacoma)

### Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 869 5023 5624

Find your local number: <https://us02web.zoom.us/u/kcyNGIT6Rd>

Finance Committee meets at 8:45am

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
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.

Fair Oaks Cemetery District Agenda for Board of Trustees Meeting November 10, 2021

- 5. Unfinished Business - Board Discussion & Possible Action Items
  - A. Update on Website
  - B. Update on Procedures
- 6. Finance Committee Report
- 7. Consent Calendar
  - A. Approval of Board Minutes of October 13, 2021 1-5
  - B. Approval of Claims
- 8. Information Items
  - A. District Foreman's Monthly Report
    - i. Safety Report
    - ii. Any unusual activities
  - B. DM's Monthly Reports:
    - i. Sales 10-16
    - ii. Internments
    - iii. Attendance
    - iv. Website Contacts
    - v. Correspondence 17
      - 1. Letter from Gay Jones
    - vi. Upcoming events, conferences, and trainings 18-21
      - 1. PCA Conference in April
    - vii. Major Purchases or other Extraordinary Expenditure
      - 1. Grasshopper Payment
      - 2. Takeuchi Payment
    - viii. Incidents
- 9. New Business - Board Discussion & Possible Action Items:
  - A. Discuss Employee Handbook - possible changes
- 10. Trustees Discussions, Questions, & Comments
- 11. Adjournment

This Agenda posted this 5th<sup>th</sup> Day of November 2021

  
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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.