



GOLETA CEMETERY DISTRICT

Minutes of a Regular Meeting

A Regular Meeting of the Board of Trustees of the Goleta Cemetery District was held:

April 14, 2020 at 4:00 pm

Goleta Cemetery District Office
44 S. San Antonio Rd., Santa Barbara, CA 93110

Present: Terry Dressler, Board Chairman
Gene Geller, Trustee
Rick Bower, SDA, District General Manager
Carrie Troup, CPA, District Accountant

Absent: Claudia Chyla, Board Vice-Chairman

Business:

1. Meeting called to order @ 4:00 pm. Welcome to all present.

2. Roll Call

Terry Dressler, Board Chairman – Present
Claudia Chyla, Board Vice-Chairman – Absent
Gene Geller, Trustee – Present

3. Public Comment: None

4. Adoption of Agenda:

The Board adopted the agenda as presented. Motion by Mr. Geller, Second by Mr. Dressler.
Ayes: Geller, Dressler. Absent for vote: Chyla. Motion carried.

5. Correspondence / Information for Board:

None

6. Approve Draft Meeting Notes:

The Board approved the draft meeting notes of the March 10, 2020 regular meeting.
Motion by Mr. Geller, Second by Mr. Dressler. Ayes: Geller, Dressler. Absent for vote:
Chyla. Motion carried.

7. Reports – District General Manager and District Accountant:

- a. Services for March: 8 (4 Casket / 4 Cremation)
2020 thru March: 29 (16 Casket /13 Cremation); 2019: 26 (15/11)
- b. Presentation of District's March Monthly Financial Report by Carrie Troup, CPA

Action Items (The Board will discuss and may take action on the following items):

8. Old Business

- a. The Board approved and adopted “General Manager Succession Guidelines” with a change to the phone number of the Board Chair. Motion by Mr. Dressler, Second by Mr. Geller. Ayes: Geller, Dressler. Absent for vote: Chyla. Motion carried.
- b. The Board approved and adopted General Manager Job Description. Motion by Mr. Dressler, Second by Mr. Geller. Ayes: Geller, Dressler. Absent for vote: Chyla. Motion carried.
- c. The Board approved and adopted the General Manager’s Employment Agreement Extension. Motion by Mr. Dressler, Second by Mr. Geller. Ayes: Geller, Dressler. Absent for vote: Chyla. Motion carried.
- d. The General Manager reported on the north fence replacement and abandoned road removal project.

9. New Business

- a. The Board discussed FY 2018/2019 “clean opinion” Audited Financial Report.
- b. The Board nominated Mr. Geyer for the LAFCO Special District Representative. Motion by Mr. Dressler, Second by Mr. Geller. Ayes: Geller, Dressler. Absent for vote: Chyla. Motion carried. The Board nominated Cindy Allen as the alternate for LAFCO. Motion by Mr. Dressler, Second by Mr. Geller. Ayes: Geller, Dressler. Absent for vote: Chyla. Motion carried.
- c. The Board reviewed and approved District Accountant Carrie Troup’s request for Board consideration of a fee adjustment. Motion by Mr. Dressler, Second by Mr. Geller. Ayes: Geller, Dressler. Absent for vote: Chyla. Motion carried.
- d. The Board approved the General Manager’s recommended “Cost of Living” pay increase of 3.4% for grounds staff effective July 1. Motion by Mr. Geller, Second by Mr. Dressler. Ayes: Geller, Dressler. Absent for vote: Chyla. Motion carried.
- e. The Board approved the General Manager’s recommended changes to District fees and charges effective July 1. Motion by Mr. Dressler, Second by Mr. Geller. Ayes: Geller, Dressler. Absent for vote: Chyla. Motion carried.
- f. The Board approved maintaining the current District operations and premises liability insurance limit for the July 1 renewal, per the General Manager’s recommendation. Motion by Mr. Geller, Second by Mr. Dressler. Ayes: Geller, Dressler. Absent for vote: Chyla. Motion carried.

10. Items for next regular meeting agenda – scheduled for June 9, 2020:

- a. Cloud based data backup system
- b. Operations Budget for FY July 1, 2020 - June 30, 2021

11. Adjournment:

The meeting was adjourned @ 5:01 p.m.

Respectfully submitted,

Rick Bower, SDA Clerk of the Board
Goleta Cemetery District Board of Trustees