

## GOLETA CEMETERY DISTRICT

### **Minutes of the Regular Meeting held November 13, 2007**

A regular meeting of the Board of Trustees of the Goleta Cemetery District was held at 4:00 PM, November 13, 2007 in the regular meeting place, Goleta Cemetery District Office, 44 South San Antonio Road; Santa Barbara, California.

---

Present: Craig Geyer, Board Chairman  
Terry Dressler, Board Vice-Chairman  
Ian Miller, Board Secretary  
Rick Bower, District Manager  
Carrie Troup, CPA, District Accountant

Absent: None.

Public: None.

---

Note: The meeting was recorded.

Business:

1. **Welcome to all present**

2. **Public Comment:** There was no public comment.

3. **Correspondence:**

Trustees: Chairman Geyer discussed the Board Secretary and Brown Act training he received while attending a CSDA sponsored class.

District Manager: None.

4. **Adoption of Agenda:** The agenda was adopted as presented.

5. **Approve Minutes of Prior Meeting:** The minutes of the regular meeting held October 9, 2007 were approved. Motion by Dressler; Second by Geyer, all ayes, motion carried.

6. **Reports, District General Manager and District Accountant:**

a. Manager reported on services for the month of October and YTD.

b. Manager reported on current status of District capital projects.

c. District Accountant, Carrie Troup, CPA, presented the monthly financial report.

7. **Old Business**

a. Transfer of funds from Fund 3271(Land Reserve Fund) to Fund 3270 (Operating Fund) and a corresponding budget adjustment in the amount of \$30,000, to fund new development phase I work in progress, was approved. Motion by Dressler; Second by Miller, all ayes, motion carried.

**8. New Business**

- a. Brief Discussion of Trustees "Term Expiration Notification". Manager was directed to contact CAPC for a sample letter in this regard to the Board of Supervisors, if available.
- b. The District Manager was directed to contact District Counsel and insurance carrier regarding allowing the Coroner's office to install a security gate on District roadway leading to their facility.
- c. Discussion of Trustee information to be placed on District web site. Manager was advised to list only the Trustee's names.
- d. The District regulation requiring that only flat headstones be installed was discussed. Manager was directed to research the feasibility of allowing "upright" type markers and report findings at the next regular meeting.
- e. Discussion of part-time office help in manager's absence. Manager was directed to formulate a job title and job description, with pay and benefit analysis, and budget impact for next regular meeting.

**9. Items for next regular meeting agenda:**

- a. Trustees "Term Expiration Notification" to Board of Supervisors.
- b. District rules and regulations in regards to headstone markers.
- c. Creation of new part-time District position.

**10. Adjournment:** Meeting was adjourned at 5:07 PM until the next regularly scheduled meeting to be held on December 11, 2007 in the District office.

Respectfully submitted,

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