



GOLETA CEMETERY DISTRICT

Minutes of a Regular Meeting held November 13, 2012

A Regular Meeting of the Board of Trustees of the Goleta Cemetery District was held at 4:00 PM, November 13, 2012, at the regular meeting place, Goleta Cemetery District Office, 44 South San Antonio Road; Santa Barbara, California.

Present: Terry Dressler, Board Chairman
Charles McClure, Board Vice-Chairman
Claudia Chyla, Board Secretary
Rick Bower, SDA, District General Manager
Carrie Troup, CPA, District Accountant
Bruce Giffin, Giffin and Crane General Contractors, Inc.
Derek Shue, Giffin and Crane General Contractors, Inc.

Business:

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

2. Roll Call

Terry Dressler, Board Chairman - Present
Charles McClure, Board Vice-Chairman - Present
Claudia Chyla, Board Secretary – Present

3. Public Comment: There was no public comment

4. Adoption of Agenda: The Board unanimously adopted the agenda.

5. Correspondence / Information for Board

- Trustee Chyla presented information on the elected Women's Conference.
- The District Manager presented a handout regarding upcoming ethics training .

6. Approve Draft Meeting Notes:

The Board approved draft meeting notes of October 9, 2012 regular meeting. Motion by McClure, second by Chyla, all ayes, motion carried.

7. Reports - District General Manager and District Accountant:

- a. Services for Oct: 7 (7 Full /0 Cremation)
YTD: 94 (48 Full / 46 Cremation); 2011 YTD: 85 (53 F/ 32 C)
- b. The General Manager reported on the C.A.P.C. Education Seminar, which he attended October 12 through 13.
- c. Presentation of District's Financial Statements by Carrie Troup, CPA
 - a. Monthly Financial Report

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

8. Old Business

- a. Derek Shue of Giffin & Crane, reported on the progress to date of the "Building Project".

9. New Business

- a. The Board established residence/office Landscape Committee and appointed Trustee McClure and the General Manager to the Committee. Motion by Chyla, second by Dressler, all ayes. Motion carried.
- b. The General Manager evaluation was discussed. The Board requested that it be on the next agenda.
- c. Craig Geyer, Special Districts Representative to LAFCO presented information regarding the District's Municipal Service Review (Sphere of Influence).
- d. Bruce Giffin and Derek Shue of Giffin & Crane presented change order #4 (\$12,696.00); additional electrical and data input to office; additional HVAC unit in office. The Board unanimously approved change order #4. Motion by Chyla, second by McClure, all ayes, motion carried.

10. Next regular meeting is scheduled for December 11, 2012

11. Adjournment:

The meeting was unanimously adjourned at 4:54 PM.

Respectfully submitted,

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