



## GOLETA CEMETERY DISTRICT

### Minutes of a Regular Meeting held December 10, 2013

A Regular Meeting of the Board of Trustees of the Goleta Cemetery District was held at 4:00 PM, December 10, 2013, at the regular meeting place, Goleta Cemetery District Office, 44 South San Antonio Road; Santa Barbara, California.

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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

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**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:** None

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

**5. Correspondence / Information for Board**

Trustees Dressler and Chyla will be on the Board of Supervisors agenda for re-appointment vote.

**6. Approve Draft Meeting Notes:**

The Board approved the draft meeting notes of the November 12, 2013 regular meeting. Motion Chyla, second by McClure, all ayes, motion carried.

**7. Reports - District General Manager and District Accountant:**

- a. Services for November: 6 (3 Full /3 Cremation)  
YTD: 99 (56 Full/43 Cremation); 2012 YTD: 98 (55 Full/43 Cremation)
- b. Presentation of District's Financial Statements by Carrie Troup, CPA
  1. Monthly Financial Reports

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

**8. Old Business**

None

**9. New Business**

- a. The Board selected new officers for 2014.
  - Chyla nominated McClure for Chairman, second by Dressler, all ayes, motion carried.
  - McClure nominated Dressler for Vice-Chairman, second by Chyla, all ayes, motion carried.
  - McClure nominated Chyla for Secretary, second by Dressler, all ayes, motion carried.
- b. The Board reviewed and approved the regular meeting dates for 2014: January 14; February 11; March 11; April 8, May 13; June 10; July 8; August 12; September 9; October 14; November 12 (Wed); December 9. Motion by Chyla, second by McClure, all ayes, motion carried.

**10. Recess to Closed Session at 4:26 P.M.**

Public Employee Performance Evaluation: Title - District General Manager:  
Government Code Section 54957.

Reconvene to Open Session at 4:36 P.M.

The Board requested the General Manager prepare a "General Manager's Handbook", detailing operations and procedures process during the upcoming year.  
The Board Chairman will prepare a final Performance Evaluation and present to the District Manager at a later date.

**11. Next regular meeting is scheduled for January 14, 2014.**

**12. Adjournment:**

The meeting was unanimously adjourned at 4:37 PM.

Respectfully submitted,

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