



## GOLETA CEMETERY DISTRICT

### Minutes of a Regular Meeting held December 11, 2018

A Regular Meeting of the Board of Trustees of the Goleta Cemetery District was held at 4:00 PM, December 11, 2018, at the regular meeting place, Goleta Cemetery District Office, 44 South San Antonio Road; Santa Barbara, California.

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Present: Charles McClure, Board Chairman  
Terry Dressler, Board Vice-Chairman  
Claudia Chyla, Board Secretary  
Rick Bower, SDA, District General Manager  
Carrie Troup, CPA, District Accountant

Absent: None

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#### **Business:**

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

**2. Roll Call**

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

**3. Public Comment:** None

**4. Adoption of Agenda:**

The Board adopted the agenda as presented. Motion by Mr. Dressler, Second by Ms. Chyla  
Ayes: McClure, Chyla, Dressler. Motion carried.

**5. Correspondence / Information for Board:**

Trustee Chyla reported on second District Santa Barbara Supervisor Janet Wolf's breakfast meeting which she attended.  
The District Manager reported on the status of the cameras at the District which will include corresponding signage.

**6. Approve Draft Meeting Notes:**

The Board approved the draft meeting notes of the November 13, 2018 regular Meeting. Motion by Mr. Dressler, Second by Ms. Chyla. Ayes: McClure, Chyla, Dressler. Motion carried.

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

- a. Services for November: 8 (6 Casket / 2 Cremation)  
2018 Thru November: 106 (57 Casket /49 Cremation); 2017 YTD: 106 (54 / 52 )
- b. Presentation of District's November Monthly Financial Reports by Carrie Troup, CPA

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

**8. Old Business**

None

**9. New Business**

- a. The General Manager updated the Board on the status of the current Board member terms, and the required professional training
- b. Selection of Board officers for 2019:  
McClure nominated Dressler as Chairman. Motion by Mr. McClure, Second by Ms. Chyla. Ayes: McClure, Chyla, Dressler. Motion carried.  
Dressler nominated Chyla as Vice Chairman. Motion by Mr. Dressler, Second by Mr. McClure. Ayes: McClure, Chyla, Dressler. Motion carried.  
Dressler nominated McClure as Secretary. Motion by Mr. Dressler, Second by Ms. Chyla. Ayes: McClure, Chyla, Dressler. Motion carried.
- c. The Board adopted the regular meeting calendar for 2019 as recommended by the General Manager. January 8, March 12, May 14, June 11, August 13, September 10, November 12, December 10. (No regular meetings in February, April, July, October) All meetings to be held in the District office and start at 4:00pm.

**10. There was no closed session.**

The Board discussed the public employee (GM) performance evaluation process, and each member will complete an evaluation form and forward to Chairman for compilation and presentation to, and discussion with GM

**11. Next regular meeting – Scheduled for January 8, 2019  
Items for next meeting agenda:**

- a. General Manager to update the Board on available inventory of plots/niches.
- b. FY 2017-2018 Audited Financial Report
- c. Update on the Road Project (Phase 2)

**12. Adjournment:**

The meeting was adjourned @ 4:24 p.m.

Respectfully submitted,

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