



GOLETA CEMETERY DISTRICT

Minutes of a Regular Meeting held December 12, 2017

A Regular Meeting of the Board of Trustees of the Goleta Cemetery District was held at 4:00 PM, December 12, 2017, at the regular meeting place, Goleta Cemetery District Office, 44 South San Antonio Road; Santa Barbara, California.

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
Mike Gones, Civil Engineer

Absent: None

Business:

1. Meeting called to order by Chairman McClure @ 4:09 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: There was no public comment.

4. Adoption of Agenda:

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

5. Correspondence / Information for Board:

Trustee McClure announced that he attended the breakfast meeting presented by Second District Supervisor, Janet Wolf.
District Manager Bower discussed the future maintenance to trees on the District grounds.

6. Approve Draft Meeting Notes:

The Board approved the draft meeting notes of the November 14, 2017 regular Meeting. Motion by Mr. Dressler, Second by Ms. Chyla. Ayes: Dressler, Chyla, McClure. Motion carried.

7. Reports - District General Manager and District Accountant:

- a. Services for November: 7 (3 Full / 4 Cremation)
YTD: 106 (54 Full /52 Cremation); 2016 YTD: 130 (71 Full / 59 Cremation)
- 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

- a. The General Manager reported on the construction progress on the Service Building Project.
- b. Mike Gones, Civil Engineer, gave an update on the District Roads Project.

9. New Business

- a. The General Manager informed the Board of the current member terms and the compliance status of required professional training for the Board.
- b. Selection of Board Officers for 2018:
 - Mr. Dressler nominated Mr. McClure as Chairman, second by Ms. Chyla. Ayes: McClure, Dressler, Chyla. Motion carried.
 - Mr. McClure nominated Mr. Dressler as Vice Chairman, second by Ms. Chyla. Ayes: McClure, Dressler, Chyla. Motion carried.
 - Mr. Dressler nominated Ms. Chyla as Secretary, second by Mr. McClure. Ayes: McClure, Dressler, Chyla. Motion carried.
- c. The Board approved the management recommended Regular Meeting calendar for 2018: January 9, March 13, May 8, June 12, August 14, September 11, November 13, December 11; with no regular meetings scheduled in February, April, July or October. All meetings will be held in the District office and start at 4:00 pm. Motion by Mr. Dressler, Second by Ms. McClure. Ayes: Dressler, Chyla, McClure. Motion carried.
- d. The General Manager reported that there is a property for sale adjacent to the Grounds. He will research further and will report back during the next regular Board meeting.

10. Public Employee Performance Evaluation:

The Board recessed to Closed Session at 4:44 p.m.

Adjourned to open session at 4:47 p.m.

Report from Closed Session:

The Board will complete the evaluation form and Chairman McClure will compile and report back during the next regular Board meeting.

11. Next regular meeting – Scheduled for January 9, 2018

Items for next meeting agenda:

- a. General Manager to update the Board on available inventory of Plots/Niches
- b. FY 2016-2017 Audited Financial Report

12. Adjournment:

The meeting was adjourned @ 4:49 p.m.

Respectfully submitted,

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