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Minutes
REGULAR MEETING
Wednesday, February 21, 2018
4:00 p.m.

District Office, 11545 Brentwood Blvd., Brentwood, CA

CALL TO ORDER – The meeting was called to order at 4:00 p.m. by Chair Barbara Guise.

PLEDGE OF ALLEGIANCE

ROLL CALL – *Present:* Chair Barbara Guise and Trustees Sharon Marsh and Patricia Bristow. *Staff Members present:* District Manager Barbara Fee, Assistant District Manager Aurora Garcia.

PUBLIC COMMENTS – None.

ADOPTION OF AGENDA – It was moved by Marsh, second by Guise to adopt the agenda as presented. *Vote:* Ayes – Guise and Marsh. Noes – 0.

CORRESPONDENCE – None

CONSENT CALENDAR

Minutes for Approval – It was moved by Marsh, second by Guise to approve these minutes as presented. *Vote:* Ayes – Guise and Marsh. Noes – 0.

Financial

1. **Approval of Warrants-** It was moved by Marsh second by Guise to approve these warrants as presented. *Vote:* Ayes – Guise and Marsh. Noes – 0.
2. **Request to Purchase New Computers for Office-** Manager will gather information for prices on new computer and will table this item for next meeting.

UNFINISHED BUSINESS

1. **LAFCO Municipal Service Review/City of Oakley** – Still in progress.
2. **Land Purchase** – It was moved by Bristow and second by Marsh to allow Mr. Geddes and Mr. Enos to represent Union Cemetery for the investigation of land purchase from neighboring farmer. *Votes:* Ayes-3, Noes-0
3. **Road Improvements-** Manager will contact Leighton Construction to correct mistakes. *Vote-*Ayes-3, Noes-0.
4. **Forney Family-** It was moved by Bristow and second by Marsh to allow Forney family to have a fifth cremation burial on family's plot. *Votes:* Ayes-3, Noes-0

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NEW BUSINESS

1. **Wolf Family** – It was moved by Bristow and second by Marsh to allow Wolf family to have fourth burial, but must be cremation. *Vote: Ayes-3, Noes-0.*
2. **Form 700** – Manager will assist Trustees to complete their Form 700.
3. **Conflict of Interest Training** – Manager will complete training the CSDH Webinar.

COMMENTS FROM TRUSTEES

SETTING AGENDA OF NEXT REGULAR MEETING – April 18, 2018 at Cemetery Office.

ADJOURN: This meeting was adjourned at 5:00 p.m.