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Minutes
REGULAR MEETING
Wednesday, August 18, 2021
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 Patricia Bristow.

PLEDGE OF ALLEGIANCE

ROLL CALL – *Present:* Chair Patricia Bristow and Trustee Barbara Guise. *Staff Members present:* District Manager Aurora Garcia and Co-Manager Patricia Howard. Trustee Deborah Spinola attended by phone.

PUBLIC COMMENTS – None.

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

CORRESPONDENCE –

1. CAPC Annual Education Seminar
2. CAPC 2022 Board of Directors Election
3. Various emails from CAPC and CSDA regarding laws, policies and COVID.

MINUTES FOR APPROVAL – It was moved by Guise, second by Bristow to approve the June 15, 2021, minutes as presented. *Vote:* Ayes – Guise and Bristow. Noes – 0.

FINANCIAL

1. **Approval of Warrants** – It was moved by Spinola, second by Guise to approve the warrants of June and July 2021. *Vote:* Ayes – Spinola, Guise and Bristow. Noes – 0.
2. **Income and Expenditure Reports** – Were given to the Board of Trustees for the months of June and July 2021.

UNFINISHED BUSINESS

1. **Capital Improvement Plan** – It was moved by Spinola, second by Guise to approve the Capital Improvement Plan as submitted. *Vote:* Ayes – Spinola, Guise and Bristow. Noes – 0.

NEW BUSINESS

NO OLD BUSINESS

SETTING AGENDA OF NEXT REGULAR MEETING – OCTOBER 20, 2021, at Union Cemetery District.

ADJOURN: 4:25 pm