



Mailing: P.O. Box 551
Location: 11545 Brentwood, Blvd.
Brentwood, CA 94513
Phone (925) 634-4748; Fax (925) 634-9783
Email: dm@bbkucd.org
Web: BBKUCD.org

Minutes
REGULAR MEETING
THURSDAY, JUNE 15, 2023
4:00 p.m.

District Office, 11545 Brentwood Blvd., Brentwood, CA

CALL TO ORDER – The meeting was called to order at 4:15 p.m. by Chair Patricia Bristow.

PLEDGE OF ALLEGIANCE

ROLL CALL – *Present:* Chair Patricia Bristow and Trustees Emil Geddes and Trustee Michael Walko. *Staff Members present:* District Manager Patricia Howard. Cemetery Services Coordinator Aurora Garcia was absent.

PUBLIC COMMENTS – None.

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

CORRESPONDENCE –

City of Oakley – Notice of meeting

PCA – Newsletter and Annual Conference

CSDA – Annual Conference, eNews, various emails and legal updates

CAPC – Newsletter and Area Meeting

CCC Auditor Controller – Notice of planned detachment

District Fund Balance – \$???

MINUTES FOR APPROVAL – It was moved by Geddes, second by Walko to approve the minutes of April 19, 2023, and Special Meeting May 1, 2023. *Vote:* Ayes – Geddes, Walko, and Bristow. Noes – 0.

FINANCIAL

- 1. Approval of Warrants** – It was moved by Walko, second by Geddes to approve the April and May 2023, warrants as presented. *Vote:* Ayes – Walko, Geddes, and Bristow. Noes – 0.
- 2. Income and Expenditure Reports** – April and May 2023, Income and Expenditure Reports were given to the Board of Trustees.

OLD BUSINESS

- 1. Investment Policy** – Tabled to the next Board Meeting
- 2. Approve the transfer of Treasury Account Funds 3605, 3606, 3607, and 3608 to 3603** – It was moved by Geddes, second by Walko to transfer these funds into the General Fund 3603. *Vote:* Ayes – Geddes, Walko, and Bristow. Noes – 0.
- 3. Close Treasury Account Funds 3605, 3606, 3607 and 3608** – It was moved by Geddes, second by Walko to approve closing Fund Accounts 3605, 3606, 3607 and 3608. *Vote:* Ayes – Geddes, Walko, and Bristow. Noes – 0.

NEW BUSINESS

- 1. 2023/2024 Fiscal Year Budget** – It was moved by Walko, second by Geddes to approve the current 2023/2024 Fiscal Year Budget. An updated 2023/2024 Fiscal Year Budget will be presented at the next Board Meeting. *Vote:* Ayes – Walko, Geddes, and Bristow. Noes – 0.

SETTING AGENDA OF NEXT REGULAR MEETING – August 16, 2023, at 3:00 pm held at the Union Cemetery District.

ADJOURN: 5:31 pm.