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Minutes
REGULAR MEETING
Wednesday, April 17, 2019
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 Bristow to adopt the agenda as presented. *Vote:* Ayes – Guise, Marsh and Bristow. Noes – 0.

CORRESPONDENCE – None

CONSENT CALENDAR

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

Financial

1. **Approval of Warrants-** It was moved by Marsh, second by Bristow to approve these warrants as presented. *Vote:* Ayes – Marsh, Bristow and Guise. Noes – 0.

UNFINISHED BUSINESS

1. **LAFCO Municipal Service Review/City of Oakley** – Manager will continue to have updates.
2. **New Land** – Manager will contact Olivera Enterprise to inform them about Boards concern and will be expecting them by the end of the month.
3. **Road Improvements-** . Manager tired contacting Leighton Construction, but phone number has been disconnected. A letter will be sent to Leighton Construction and we are hoping to hear from them soon.

NEW BUSINESS

1. **Men's Group To Tour Cemetery-** It was moved by Bristow, second by Marsh to inform that the Board does not get involved with any group that wants to do a private tour here at Union Cemetery. *Vote:* Ayes-Bristow, Marsh, Guise. Noes-0

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PERSONNEL

1. **Request To Increase Vacation Time Of Former Seasonal , Now Permanent Employees-** It was moved by Bristow, second by Marsh to amend vacation policy to 7 years, instead of 10 years of being hired with Union Cemetery for one more week of vacation. *Vote: Ayes-Bristow, Marsh, Guise. Noes-0*
2. **Request To Hire 1 or 2 New Seasonal Employees-** It was moved by Guise, second by Marsh to allow Manager to hire seasonal employees upon her discretion. *Vote: Ayes-Guise, Marsh, Bristow. Noes-0*

COMMENTS FROM TRUSTEES

SETTING AGENDA OF NEXT REGULAR MEETING – June 19, 2019 at Cemetery Office.

ADJOURN: This meeting was adjourned at 4:31 pm.