

Pomerado Cemetery District

A Special District of the State of California

Dearborn Memorial Park

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Linda Robison
General Manager

Emma L. Johnston
Robert L. Thomas
Takao D. Takeuchi

Board of Trustees

PUBLIC NOTICE

THE REGULAR MEETING OF THE BOARD OF TRUSTEES

The next regular meeting will be Thursday, April 18, 2013 at 5:00 pm in the District Business Office.

The Board of trustees cordially invites the public's participation in all district meetings. If you plan to attend please show up a few minutes early and sign in. If you wish to bring an issue before the Board for "action" please complete a "Public Issue document" before the meeting and present it to the District Office. These documents are available in the District business office. However, if you wish to make an oral comment you may do so but the Board is not obligated during this meeting to take action but may direct your issue posted to a future agenda for further consideration. The Board may also choose to limit the time you may speak so that all in attendance might participate. Thank you for your consideration.

DATE POSTED

Monday, April 15, 2013

**Faithfully serving our community by; Compassionately embracing the bereaved;
Respectfully providing dignified interments; and Eternally honoring the deceased.**

A G E N D A

1. Call meeting to order / Roll Call

AGENDA ITEMS

1. Public Issues, Oral Comments, Review correspondence, if any, and place on agenda for action if necessary for immediate, emergency board action.

Board Action: *Discussion and possible motion.*

2. Approve Agenda as posted or as amended.

Board Action: *Discussion and motion to approve the agenda.*

3. Review and approve the minutes of March 21, 2013 regular meeting.

Board Action: *Discussion and motion to approve the minutes.*

UNFINISHED BUSINESS

1. Employee Handbook Revisions
2. CAPC Annual Conference - Report
3. Ethics Training 2013
4. Part Time Office Position
5. Vision Plan

NEW BUSINESS

1. Surveyor Bill Goodwin – PCD Southern Boundaries
2. Payless Tree Service – Treat Pines for Insects and Lace
3. For Consideration: Regular Scheduled Board Meeting Time Change to 3:00pm
4. Adjust Future Meeting Dates:
 - May 30, 2013 Budget Preview
 - June 27, 2013 Budget Approval and Board Rotation - Board conflict on June 20th
 - July 25, 2013 Board conflict on July 18th
 - Aug. 22, 2013 Board conflict on Aug. 15th
 - Nov. 14, 2013 Board conflict on Nov. 21st, and Nov 28th is Thanksgiving.

Board Action: *Discussion and possible motion to approve.*

BUSINESS REPORT

1. Financial and Interment Statement for March 2013

- Financial activities for March 2013
- Interments for March 2013
- Sign checks for Deposit Permit March 2013 collections
- Sign Warrant for May 2013
- Sign Endowment Warrant for March 2013 collections

Board Action: *Discussion and motion to approve reports.*

3. Equipment – Grounds – Structures

4. Personnel

SAFETY

Monthly Safety Training: Customer Service: Difficult Customer Alert

Board Action: *Discussion, comments, questions.*

ADJOURNMENT

The next regular meeting date and time is Thursday, May 16, 2013 at 5:00PM.

Board Action: *Motion to confirm meeting date and time; adjourn meeting.*

