

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
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Board of Trustees

PUBLIC NOTICE

THE REGULAR MEETING OF THE BOARD OF TRUSTEES

The next regular meeting date is Thursday, February 18, 2016 at 2:00pm 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. In Compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact District Manager Linda Robison by telephone at 858.748.5760 forty eight hours prior to the meeting. Such timely notification will enable the District to make reasonable arrangements to ensure accessibility to this meeting. [CFR 35.102-35.104, ADA title 11]. Thank you for your consideration.

DATE POSTED

Friday, February 12, 2016

**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.

- Correspondence: None

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 January 28, 2016 regular meeting.

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

CONTINUED ITEMS

1. Sandra Wheeler – Wells Fargo Advisor’s Annual Presentation
2. Form 700 Filing Requirements -
3. Job Description Classification Revision
4. Karen O’Neil’s review for Rabbi Goldstein’s request
5. CAPC Annual Conference Raffle \$100 Gift Card
6. Trustee’s continued Report on the CSDA Conference

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

NEW BUSINESS

1. Review Board of Trustee’s Handbook - Policy review for placing items on the agenda pg.13, 1.
2. Review Board of Trustee’s Handbook - Policy review for Public Oral limits pg. 14, 3.
3. Perimeter fence refurbishing complete
4. Poway Chamber Morning Buzz report
5. Change next meeting to March 24, 2016 (CAPC conflict)

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

BUSINESS REPORT

1. Financial and Interment Statement for January 2016

- Financial activities for January 2016
- Interments for January 2016
- Sign checks for Deposit Permit January 2016 collections
- Sign Warrant for March 2016

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

2. Equipment – Grounds – Structures: None

3. Personnel: Administrative Assistant leave of absence Feb. 10 – 21, 2016

Board Action: *Discussion and possible motion.*

SAFETY

Monthly Safety Training: Housekeeping – A Clean Place is a Safe Place

Board Action: *Discussion, comments, questions.*

ADJOURNMENT

The next regular Board Meeting is changed to Thursday, March 24, 2016 at 2:00PM

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

