

# Pomerado Cemetery District

A Special District of the State of California

## Dearborn Memorial Park

14361 Tierra Bonita Road, Poway, CA 92064

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Linda Robison  
General Manager

Emma L. Johnston  
Denise L. Polito  
Robert L. Thomas

Board of Trustees

## PUBLIC NOTICE

### THE REGULAR MEETING OF THE BOARD OF TRUSTEES

The next regular meeting date is Thursday, November 19, 2015 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

**Tuesday, November 10, 2015**

**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: Rabbi Goldstein – Jewish section request within PCD

**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 October 22, 2015 regular meeting.

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

## CONTINUED ITEMS

1. RT Dennis – Audit Presentation, November 19<sup>th</sup> Board Meeting
2. CAPC Local Area Meeting – email Presentation from Steven Quintanilla
3. General Manager, Linda Robison’s Annual Evaluation December 8, 2015
4. Robert Thomas Reappointment Jan 1, 2016
5. Job Description Classifications for Groundskeeper
6. Holiday Dinner– December 18, 2015 @ 6:00pm, Avant in Rancho Bernardo

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

## NEW BUSINESS

1. Administrative Assistant hired November 9, 2015
2. Employee \$50 Thanksgiving Gift

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

## BUSINESS REPORT

1. Financial and Interment Statement for October 2015
  - Financial activities for October 2015
  - Interments for October 2015
  - Sign checks for Deposit Permit October 2015 collections

- Sign Warrant for December 2015

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

**2. Equipment – Grounds – Structures:** None

**3. Personnel:** None

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

## **SAFETY**

**Monthly Safety Training: Workplace Violence – Looking Out for Each Other**

**Board Action:** *Discussion, comments, questions.*

## **ADJOURNMENT**

**The next regular Board Meeting is Thursday, December 17, 2015 at 2:00PM**

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

