

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
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 changed to Tuesday, November 22, 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

Thursday, November 17, 2016

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

AGENDA

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 October 27, 2016 regular meeting.

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

CONTINUED ITEMS

1. One-year Strategic Plan – Niche Beautification
2. Job Descriptions & Classification Revision
3. Office Closed Thursday, November 24 & Friday, November 25, 2016 for the Thanksgiving Holiday

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

NEW BUSINESS

1. Independent Investigator Hired to Investigate Employee Complaints
2. Purchase 2 Toro 30345 4w drive Mowers
3. Surplus Items: Walker Mower, Sod Cutter, Husky Blower, Toro Blower, Pressure Washer, Weed Eaters x 3
4. Holiday Luncheon 1:00 p.m. at the Brigantine, December 16, 2016 – District office closed at 12:00 p.m.
5. Employee Christmas gift of \$50
6. District Office Closed Thursday, December 22 and Friday, December 23, 2016 for the Christmas Holiday
7. District Office Closed Thursday, December 29 and Friday, December 30, 2016 for the New Year Holiday.
8. R.S.V.P. CAPC Annual Conference – Oxnard - February 23-25, 2017

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

BUSINESS REPORT

1. Financial and Interment Statement for October 2016

- Financial activities for October 2016
- Interments for October 2016
- Sign checks for Deposit Permit October 2016 collections
- Sign Warrant for December 2016

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

2. Equipment – Grounds – Structures:

3. Personnel:

Board Action: *Discussion and possible motion.*

SAFETY

Monthly Safety Training: Holiday Stress- Planning for a Joyful Season

Board Action: *Discussion, comments, questions.*

ADJOURNMENT

The next regular Board Meeting is Thursday, December 15, 2016 at 2:00PM

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

