

VISALIA PUBLIC CEMETERY DISTRICT
1300 W. GOSHEN AVE, VISALIA, CA 93291 (559) 734-6181
REGULAR BOARD OF TRUSTEES' MEETING
WEDNESDAY, August 30, 2017 - 9 A.M. - CEMETERY OFFICE
AGENDA

1. **CALL TO ORDER AND RECORD OF ATTENDANCE**
2. **PUBLIC COMMENT (LIMITED TO 5 MINUTES PER SPEAKER)**
3. **REVIEW AND APPROVAL OF MINUTES OF July 26, 2017**

NOTICE TO THE PUBLIC - PUBLIC COMMENT PERIOD

AT THIS TIME, MEMBERS OF THE PUBLIC MAY COMMENT ON ANY ITEM NOT ON THE AGENDA THAT IS WITHIN THE JURISDICTION OF THE BOARD. Under State law, matters presented under this item cannot be discussed or acted upon by the board at this time. For items appearing on the agenda, the public is invited to make comments at the time the item comes up for board consideration. Any person addressing the board will be limited to a maximum of five (5) minutes so that all interested parties have an opportunity to speak.

Closed Session: Pursuant to Government Code Section 54956.9(d)(2) and subsection (e)(2) Exposure to one (1) potential action re: employee misappropriation of public funds, with legal counsel Kris Pederson of Herr, Perersen & Burgland, LLP

ACTION ITEMS:

1. **Announcements from Closed Session**
2. **Update on Cemetery Operations by office staff, Cheryl Avila, Maria Resendiz & Cecilia Lares**
3. **Meet with auditor conducting annual audit – Rob Dennis of RT Dennis Accountancy**
4. **Report on fire at rental**
5. **Accounting/Payroll fees proposal from Sciacca & Company**
6. **Update from Shirley Salas from CAPC Planning Meeting**
7. **Consider policy/procedure for cemetery business emails**
8. **Review of updated Bylaws**
9. **Update on Area Meeting planned for October 21 in Visalia**
10. **MANAGER UPDATES TO STRATEGIC PLAN**
11. **MANAGER REPORT**
12. **BURIAL COUNT WORKLOAD REPORT**

FINANCIAL TRANSACTIONS:

Financial reports and ratification of expenses for July 2017 & District Credit Card Statement review
Other Board Matters

OPEN SESSION AGENDA ITEMS

NOTICES TO THE PUBLIC

ALL WRITINGS, MATERIALS AND INFORMATION PROVIDED TO THE BOARD FOR THEIR CONSIDERATION RELATING TO ANY OPEN SESSION AGENDA ITEMS OF THE MEETING ARE AVAILABLE FOR PUBLIC INSPECTION DURING NORMAL BUSINESS HOURS AT THE ADMINISTRATION OFFICE OF THE DISTRICT LOCATED AT 1300 W. GOSHEN AVE, VISALIA CA. 93291

CLOSED SESSION

AS PROVIDED IN THE RALPH M. BROWN ACT, GOVERNMENT CODE 54950 ET SEQ. THE BOARD MAY MEET IN CLOSED SESSION WITH MEMBERS OF ITS STAFF, EMPLOYEES AND ITS ATTORNEYS. THESE SESSIONS ARE NOT OPEN TO THE PUBLIC AND MAY NOT BE ATTENDED BY MEMBERS OF OTHER PUBLIC. THE MATTERS THE BOARD WILL MEET ON IN CLOSED SESSION AS REQUIREING IMMEDIATE ATTENTION AND ARISING AFTER THE POSTING OF THE AGENDAS. ANY PUBLIC REPORTS OF ACTION TAKEN IN THE CLOSED SESSION WILL BE MADE IN ACCORDANCE WITH GOVERNMENT CODE 54957.1

ADJOURNMENT

IN COMPLIANCE WITH THE AMERICAN WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE BOARD OFFICE AT (559) 734-6181