

**AGENDA OF THE SOUTH KERN CEMETERY DISTRICT  
REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES  
TUESDAY, JANUARY 21, 2014 AT 5:30 PM  
AT THE ARVIN PUBLIC LIBRARY, 201 CAMPUS DRIVE, ARVIN, CA. 93203**

1) CALL TO ORDER & PLEDGE OF ALLEGIANCE:

2) AUDIENCE COMMENTS: This portion of the meeting is reserved for persons to address the Board on any matter not on this agenda but under the jurisdiction of the Board. Board members may respond briefly to statements made or questions posed. They may ask a question for clarification, make a referral to staff for factual information or request staff to report back to the Board at a later meeting. Also, the Board may request that a matter of business be placed on a future agenda. SPEAKERS ARE LIMITED TO TWO MINUTES. Please state and spell you name before making your presentation.

3) TRUSTEE COMMENTS: Board Members may make announcements or reports on their own activities. They may ask a question for clarification, make a referral to staff or request that a matter of business be placed on a future agenda.

4) CLOSED SESSION: Personnel Exception

5) RECONVENE IN OPEN SESSION:

6) APPROVAL OF MINUTES of Regular Meeting on December 17, 2013 and Special Meeting on December 30, 2013.

7) APPROVAL OF BILLS - The approval of unpaid vouchers.

8) ADMINISTRATIVE REPORTS - Financial Reports

9) OLD BUSINESS

- a. Major equipment update: water system -pump assessment
- b. Bathroom Door Modification update:
- c. Updating & Correcting District Financial Records - Bookkeeping reports from Tracey Walker & Mitzi Woods:
- d. Pond repair update- other vendor estimates:
- e. Multi-line landline phone status:
- f. Columbarium phase 2 walkway:
- g. Babyland planning:
- h. For-Profit sales policy - on the grounds, esp. at Memorial Day event:

- i. Security system update; purchase of safe:
- j. Employee manual update: reconsider Holiday leave provisions
- k. Nepotism policy:
- l. Contingency plans:
- m. Grievance policy:
- n. By law revisions:

10) NEW BUSINESS

- a. Welcome new District Manager Danny Brown:
- b. Election of Officers for 2014:
- c. Receipt of donation of bathroom door permit application fee, materials & outside labor :

11) AUDIENCE COMMENTS – 2 MINUTES EACH

12) BOARD COMMENTS OR FUTURE AGENDA ITEMS:

13) ADJOURN

The Boardroom of the South Kern Cemetery District is accessible to persons with disabilities. Disabled individuals who need special assistance to attend or participate in a meeting of the Board of Directors may request assistance by contacting the district office at 15543 S. Vineland Rd., or by calling (661)845-2540. Every effort will be made to reasonably accommodate individuals with disabilities by making material available in alternative formats. Requests for assistance should be made (5) working days in advance of a meeting whenever possible.

**NEXT REGULAR MEETING: TUESDAY FEBRUARY 18, 2014 @ 5:30 PM**

POSTED BY: \_\_\_\_\_ DATE \_\_\_\_\_