

**SOUTH KERN CEMETERY DISTRICT/ARVIN
REGULAR MONTHLY MEETING
OF THE BOARD OF TRUSTEES
TUESDAY, DECEMBER 17, 2013
5:30 PM AT THE ARVIN PUBLIC LIBRARY
201 CAMPUS DRIVE, ARVIN, CA. 93203
AGENDA**

1) CALL TO ORDER & PLEDGE OF ALLEGIANCE

2) ADJOURN TO CLOSED SESSION:

- a. Interview Job Applicants
- b. Potential litigation related to cemetery property

3) RECONVENE IN OPEN SESSION

4) **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 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.

5) **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.

6) **APPROVAL OF MINUTES** of Regular Meeting on November 19, 2013 and Special Meeting on December 3, 2013.

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

8) **ADMINISTRATIVE REPORTS** - Financial Reports

9) **OLD BUSINESS**

- a. Major equipment: water system
- b. Bathroom Door Modification Permit:

10) NEW BUSINESS

- a. Updating & Correcting District Financial Records Created Since the Last Certified Audit:
- b. Selection of Standing Committees for 2014
- c. Pre Need Funds and their Disbursement discussion
- d. Procurement of most recent version of "Guide to Public Cemetery Operations" for board and office:

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 JANUARY 21, 2014 @ 5:30 PM

POSTED BY: _____ DATE _____