

SOUTH KERN CEMETERY DISTRICT MINUTES OF THE SPECIAL MEETING

OF THE BOARD OF TRUSTEES HELD AT THE ARVIN LIBRARY AT 5:30 P.M. ON DECEMBER 30, 2013

Trustees Present: Linda Leary, Manuel Pantoja, Chandra Sargent Mead, Farrell Neeley, Cynthia Nicholson-Thome

1. The meeting was called to order at 5:30 p.m. by Chairperson Nicholson-Thome.

2. **Audience Comments:** apology from Steve Schrepfer to Trustee Neeley and the Board for comments made at the 12/17/13 meeting.

3. **Trustee Comments:** Motion by Mead, second by Pantoja to add "Pond repairs" to agenda; passed - 4 ayes, 1 nay.

4. OLD BUSINESS:

a. Bathroom door update: Application issued under 2013 laws; permit fees and materials paid for by Trustee Neeley. Add to agenda next month: receipt of donation of engineering from Engel and permits & materials from Farrell & Kim Neeley.

b. Major equipment: Water system - temporary measures: current measure against tank leaks - redwood plug; can't flip the tank; a poly tank would still cost for attachments; port-a-potties costing approx. \$400/mo.; pump assessment will be done 1st or 2nd week in January.

c. Bookkeeping services: List of QuickBooks Pros and their rates presented. All only willing to come in for open-end ongoing monthly contract. Motion by Neeley, 2nd by Mead to engage Tracey Walker & Mitzi Woods each to examine books & submit report & estimate on comparable list of services by Jan. 21, 2014, not to exceed \$200 each; passed unanimously.

5. NEW BUSINESS:

A. Pond repairs: Pond was vandalized 10/15/13. Golden State will cover entire cost of repair except \$1000 deductible. One bid received from Andes Pool Consulting. Two other companies declined to make estimates. Neeley may be able to supply other vendor(s) names for estimates. Report back 1/21/14.

6. **Closed Session:** for consideration of District Manager applicants: at 6:37 p.m.

7. **Reconvene in Open Session** at 7:01 p.m.

Report out: made selection of District Manager effective Jan. 6, 2014 contingent upon acceptance by applicant.

8. **Audience Comments:** none.

9. **Board Comments and future agenda items:** put back on agenda in February "Employee Manual revision", especially Holiday leave.

Adjourned 7:30 p.m.

Respectfully submitted,

Chandra Sargent Mead, Secretary