

August 15, 2018
Board Meeting Minutes
Time: 4:00 pm
Location: 820 Pole Line Rd, Davis, CA

Board of Trustees: Chairperson Larry Dean, Vice Chairperson Bill Marshall, Board Members: Dennis Dingemans, Marilyn Mansfield and Stephen Souza.

Staff: Interim Superintendent Joan Planell, Financial Consultant Mary Kirlin, Office Manager Christie Postlethwaite, Community Outreach Director Kristi Dvorak

Guests: Yolo County Supervisor Jim Provenza and Yolo County Supervisor Deputy Director Richard Reed

1. Call to Order
2. Agenda Approved as Submitted: Marilyn 1st, Stephen 2nd. (5-0-0).
3. Approved July 18, 2018 Meeting Minutes: Bill Marshall 1st, Marilyn 2nd (5-0-0).
4. Public Comments (Information Only) None

Action Items:

5. Superintendent Report (Written) Presented and no action taken.
6. Financial Transaction Report was presented by Office Manager Christi Postlethwaite
Action: Approve County Staff to Complete Special District Financial Transaction Report. Bill Marshall 1st. Dennis 2nd (5-0-0).
7. Fee Structure Amendment: Recommendation was presented by Office Manager Christi Postlethwaite.
Action: Approved the staff recommendation that the interment fee for three or four simultaneous cremation interments to be kept the same as two cremation interments. Motion: Stephen 1st, Dennis 2nd. (5-0-0)
8. Authorization for Board Chair to Approve Interim Supervisor Invoices was presented by Office Manager by Christie Postlethwaite.
Action: Board Chair or a designated board member will approve the Interim Superintendent's invoices. Bill Marshall 1st., Stephen Souza 2nd (5-0-0)
9. Consultant Contract Extension: Presented by Interim Superintendent Joan Planell
Action: Authorized the Board Chair or his designee to extend the contracts for the consultants not to exceed \$20,000. Consultants will continue with the scope of work as outlined in staff report. Bill Marshall 1st, Stephen Souza 2nd. (5-0-0)

Information Items:

10. Conflict of Interest Policy Review was presented by the Financial Consultant Mary Kirlin.
Action: Reviewed and affirmed the Conflict of Interest Policy which was later signed by the Board Chair. Bill Marshall 1st, Stephen Souza 2nd (5-0-0)

11. Audit and Valuation Explanation presented and discussed.

12. Trustee Announcements:

The Trustee announcements segment will be moved to the beginning of the agenda for future meetings.

Bill Marshall will be not be available to attend the scheduled October meeting but could attend if changed to another week.

Action: Meeting Adjourned and next meeting scheduled for September 19th, 2018 4:00 pm.
Stephen Souza 1st, Marilyn Mansfield 2nd. (5-0-0)