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Minutes
SPECIAL MEETING
Wednesday, February 11, 2015
4:00 p.m.

District Office, 11545 Brentwood Blvd., Brentwood, CA

CALL TO ORDER – The meeting was called to order at 4:00 p.m. by Chair Barbara Guise.

PLEDGE OF ALLEGIANCE

ROLL CALL – *Present:* Chair Barbara Guise and Trustees Sharon Marsh and Patricia Bristow. *Staff Members present:* District Manager Barbara Fee and Assistant Manager Cecilia Goff.

PUBLIC COMMENTS – None.

ADOPTION OF AGENDA – Agenda has been adopted.

CORRESPONDENCE – None.

CONSENT CALENDAR

Minutes for Approval – It was moved by Bristow, second by Marsh to approve these minutes as presented. *Vote:* Ayes – Guise, Marsh and Bristow. Noes – 0.

Financial

Approval of Warrants- It was moved by Marsh, second by Bristow to approve these warrants as presented. *Vote:* Ayes – Guise, Marsh and Bristow. Noes – 0.

Manager's Updates/Report

A Notice of Reappointment to the District's Board of Trustees was received for Trustee Marsh.

UNFINISHED BUSINESS

1. **LAFCO Municipal Service Review/City of Oakley** – Still in progress.

NEW BUSINESS

1. **Form 700** –The County is transitioning over to electronic filing of Form 700. All District filers who wish to file electronically have been inputted into the system.

PERSONNEL

1. **Employee Injury** – Maintenance worker Jones was injured two weeks ago. The initial workers compensation claim was denied, but this new claim was approved.

**Union Cemetery District
MINUTES
Special Board Meeting
February 11, 2015
Page 2**

PERSONNEL cont'd.

2. **Sick Leave Accumulation Policy** – CalPERS recent changes to the sick leave policy has rendered the District's policy out of compliance. Assistant Manager Goff will look into other Cemetery District's policies for review at the next Board meeting.

COMMENTS FROM TRUSTEES –

Trustee Marsh to attend CCSDA meeting on April 20, 2015.

SETTING AGENDA OF NEXT REGULAR MEETING –The next regular Board meeting is scheduled for Wednesday, April 15, 2015, at 4:00 p.m.

ADJOURN: 4:50 p.m.