

**BOARD OF TRUSTEES REGULAR MEETING**

**WINTON CEMETERY DISTRICT**

**Monday, September 12<sup>th</sup>, 2022, at 2:00 pm**

**Winton Cemetery District Office**

**7651 West Almond Avenue**

**Winton, CA 95388**

**BOARD MEMBERS**

**Adam Reed, President**

**Barbara Heller,**

**Secretary**

**Robert Callahan,**

**Scott Phillips, Vice-President**

**Cindy Granado Uyematsu,**

**Trustee**

**Trustee**

**COVID 19 ADVISORY**

Pursuant to Assembly Bill (AB) 361, the Cemetery Board may participate via teleconference/electronically. In-person participation by the public will be permitted. In addition, remote public participation and public comment is available in the following way:

Submit a written public comment prior to the meeting: Public comments submitted to [officemanager@wintoncemeterydistrict.net](mailto:officemanager@wintoncemeterydistrict.net) by 2:00 p.m. on the day of the meeting will be distributed to the Cemetery Board, and made part of the official minutes. Email/written comments may not be read out loud during the meeting

**AMERICANS WITH DISABILITIES ADVISORY**

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Persons requesting accommodation should contact the Cemetery District in advance of the meeting, and as soon as possible, at (209) 358-3703

**PUBLIC COMMENT**

The public is invited to make comment for items not on the day's agenda or to comment on a specific agenda item, please submit your comment, limited to 250 words or less, via email. To ensure your comments are read into the record, we encourage the public to please submit by 3:00pm on the Friday prior to the Board meeting to the office manager at [officemanager@wintoncemeterydistrict.net](mailto:officemanager@wintoncemeterydistrict.net). Every effort will be made to read all comments received prior to the Board meeting into the record, but some comments may not be read due to time limitations.

**APPROVAL OF AGENDA AS POSTED OR AMENDED**

**REGULAR SESSION:**

1. CALL TO ORDER (Equipment Yard)
2. EQUIPMENT YARD TOUR
3. PUBLIC COMMENT

**CLOSED SESSION:**

The Board may adjourn to a closed session to consider litigation matters, personnel matters, or other matters as provided for in the Ralph M. Brown Act (Section 54940 et seq. of the Government Code). These sessions are not open to the public and may not be attended by members of the public. Any action taken in Closed Session will be reported in accordance with Government Code 54957.1.

1. Personnel action – Pursuant to government code section 54957(b) the Board will meet in closed session “to consider the appointment, employment, evaluation of performance, discipline, or dismissal of a public employee.” Gov’t Code 54957(b)(1)
2. Real Property Negotiations – The board may discuss property negotiations pursuant to Government Code Section 54956.8
3. Cemetery Grounds

RETURN TO REGULAR SESSION:

4. Report Out of Closed Session
  
5. REVIEW AND APPROVAL OF MINUTES
  - a.Regular Meeting of August 08<sup>th</sup>, 2022
  - b.Special Meeting of August 23<sup>rd</sup>, 2022
  - c.Special Meeting of August 29<sup>th</sup>, 2022
  
6. DISCUSSION ITEMS
  - a. Financial Report
  - b. Manager's Report
  - c. Key Inventory
  - d. Policies and Procedures
  - e. Flammable storage cabinet
  - f. Endowment care
  - g. Irrigation repair training
  
7. ACTION ITEMS
  - a. Bill Approvals
  - b. Preneed Contracts
  - c. Coffee for office
  - d. Policies and Procedures
  - e. Flammable storage cabinet
  - f. Pontem mapping
  - g. Adoption of grounds manager description
  - h. October regular board meeting date
  - i. Deanna Hutton selling back NICHE
  
8. BOARD COMMENTS
  
9. Adjourn Meeting

CERTIFICATION:

I, Christie Watkins Koehn, Board Clerk of the Winton Cemetery District, do hereby certify that a copy of the foregoing agenda was posted at the Cemetery District Office a minimum of 72 hours prior to the meeting.



Christie Watkins Koehn  
Board Clerk