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Minutes
Regular Meeting
Wednesday, April 17, 2013
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 Vickey Rinehart. *Staff Members Present:* District Manager Barbara Fee. *Absent:* Assistant Manager Cecilia Larez who is out on maternity leave.

PUBLIC COMMENTS – None

ADOPTION OF AGENDA – Agenda has been adopted.

CORRESPONDENCE – None

CONSENT CALENDAR

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

Manager's Updates/Report –

- Mai has been very helpful while Cecilia has been on maternity leave. She comes in Tuesdays and Thursdays.
- The vines in the columbaria have blossomed and look beautiful.

UNFINISHED BUSINESS

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

NEW BUSINESS

1. **California Special Districts Association Board of Directors Call for Nominations Seat B** – No one is interested in being a nominee.
2. **Brentwood Cornfest Sponsorship Opportunities** – Not needed.
3. **Form 700 Statement of Economic Interests** – Sent out and received.

Union Cemetery District
MINUTES
Regular Board Meeting
Wednesday, April 17, 2013
Page 2

CLOSED SESSION – (Pursuant to California government Code § 54957)

Closed Session began at 4:10 p.m.

Present: Chair Barbara Guise and Trustees Sharon Marsh and Vickey Rinehart. *Staff Members present:* District Manager Barbara Fee.

1. **Foreman Injury**

OPEN SESSION (Pursuant to California Government Code § 54957.1)

The District returned to open session at 4:25 p.m.

1. **Return to Open Session** – No reportable action was taken.

Personnel

1. **Hiring of Temporary Employee for Weedeating** –

- Call Bertha Ruiz at East Bay Works to see if she has anyone she can recommend.
- If needed, Chair Guise will call Craig Bronson at Brentwood Park and Rec to recommend someone.

COMMENTS FROM TRUSTEES

- Okay to incorporate updated job description to employee manual.
- Trustee Rinehart suggests calling Smith Family Farms for temporary labor.

SETTING AGENDA OF NEXT REGULAR MEETING – Wednesday, June 19, 2013

ADJOURN: 4:45 p.m.