

**NOTICE OF REGULAR MEETING
And
AGENDA**

EL RANCHO SIMI CEMETERY DISTRICT
Office Telephone: (805) 526-8245

MEETING OF THE BOARD OF TRUSTEES
September 13, 2017
2:00 PM

MEETING LOCATION: Office of 4th District Supervisor Peter Foy
County of Ventura
980 Enchanted Way, Suite 203
Simi Valley, California 93065
(805) 955-2300

AMERICANS WITH DISABILITIES ACT: In compliance with the ADA, if you need special assistance to participate in this meeting or other services in conjunction with this meeting, please call 805-526-8245 for assistance. Notification at least 48 hours prior to the meeting or time when services are needed will assist staff in assuring reasonable arrangements can be made to provide accessibility to the meeting or service.

JUDICIAL REVIEW: Any legal action by an interested party seeking to obtain judicial review of any decision or action by the District may be subject to the 90-day filing period set forth in Code of Civil Procedure Section 1094.6 and may be limited to raising only those issues raised during the public hearing.

PUBLIC ACCESS to BOARD PACKETS: Board agenda and informational packets are available for review, prior to board meetings, in the Cemetery Office, 1461 Thompson Lane, Simi Valley, CA 93065, and at www.simipubliccemetery.com. Please call for assistance at 805-526-8245 before arriving. Board Meeting Minutes will be available immediately following their approval by the Board.

AGENDA

1. CALL TO ORDER

Members and visitors are requested to silence all cell phones and other personal communication devices while the meeting is in progress.

2. ROLL CALL

WILLIAM SAUNDERS	Chairman
GREGORY A. STRATTON	Vice-Chairman
DEBORAH BURDORF	Treasurer
CHRISTINE KITCHENMASTER	Trustee
PAULA RYAN-APUZZO	Trustee

**AGENDA
EL RANCHO SIMI CEMETERY DISTRICT
MEETING OF THE BOARD OF TRUSTEES
September 13, 2017 at 2:00 PM**

3. AGENDA REVIEW

4. APPROVAL OF MINUTES: August 9, 2017

5. PUBLIC COMMENTS

6. TREASURER – Report and Presentation of Current Financial Statement

7. CEMETERY MANAGER – CMS Report for prior Month and Presentation of New Issues

8. CORRESPONDENCE – Distribution and Review

9. OLD BUSINESS

a) Continued Discussion by Trustees for Additions and/or Changes to the current 2003 Bylaws

b) Letterhead Creation – Review/Discussion With Possible Vote

10. NEW BUSINESS

a) Audit - Findings & Recommendations – Discussion

b) Audit Cycle - Annual or Five Year – Discussion With Possible Vote

c) Cherie Jackson/Payment Plan/Contract Validity/Plot Assignments – Discussion with a Possible Vote

d) Award Procedure for Board Members to Earn Plots – Discussion With a Possible Vote

e) Halloween Ghost Tour – Discussion With a Possible Vote

11. WARRANTS – Review and Vote for Approval

12. COMMENTS BY TRUSTEES

13. CLOSED SESSION: Review of Current and Pending Litigation with Attorney.

Barrett et al v. El Rancho Simi Cemetery District; Leigh-Anne Harrison-Bigbie, Gavin Fisher v. El Rancho Simi Cemetery District, Wage and Hour Laws vs. Salaries

14. ADJOURNMENT

Next meeting: October 11, 2017 2:00 P.M.

**Office of 4th District Supervisor Peter Foy County of Ventura
980 Enchanted Way; Suite 203; Simi Valley, CA 93065**