

# Alamo-Lafayette Cemetery District

An Independent California Special District

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3285 Mt. Diablo Blvd./P.O. Box 1955 • Lafayette, California 94549 • (925) 284-1353 Fax (925) 284-4144

**MINUTES  
REGULAR MEETING  
JANUARY 8, 2024  
1:00 P.M.**

Meeting was held at the District Office located at 3285 Mt. Diablo Blvd., Lafayette, CA 94549

**CALL TO ORDER** – The meeting was called to order at 1:18 p.m. by Trustee McCosker.

**PLEDGE OF ALLIGENCE**

**ROLL CALL** Present: Trustee Carolyn Thiessen, and Trustee Mary McCosker. Staff: District Manager Patricia Howard.

**PUBLIC COMMENTS** – None

**ADOPTION OF AGENDA** – It was moved by Thiessen, second by McCosker to adopt the agenda as presented. *Vote:* Ayes – Thiessen and McCosker. Nays – 0

**CORRESPONDENCE** –

CSDA – Legal updates, eNews and various Webinars

CAPC – Legal updates, Annual Conference, and membership dues

SDRMA – Safety and Claims Education Day

**APPROVAL OF MINUTES** – It was moved by Thiessen, second by McCosker to approve the minutes of November 13, 2023, as presented. There was no meeting in December. *Vote:* Ayes – Thiessen and McCosker. Nays – 0.

**FINANCIALS** –

- a. It was moved by Thiessen, seconded by McCosker to approve the November and December 2023 warrants as presented. *Vote:* Ayes – Thiessen and McCosker. Nays – 0.
- b. Monthly Financials for November and December 2023, were given to the Board
- c. District fund balance - \$214,898.99

**OLD BUSINESS**

- a. **LAFCo** – It was moved by Thiessen, second by McCosker to approve ALCD’s response/report to LAFCo and Andersen’s dissolution concerns. *Vote:* Ayes – Thiessen and McCosker. Nays – 0.

**NEW BUSINESS**

- a. WorkDay – WorkDay is Contra Costa County Auditor Controller’s new financial data system. WorkDay is how the district will access all revenue, property tax, interest, warrants, balances for both the general fund and the endowment fund. However, WorkDay is extremely difficult to work in, takes a lot of time to navigate and is not user friendly. I have sent numerous emails requesting help with no response. The district used to receive a “print-out” specifically for our agency, which provided the much-needed financial information, something the County is no longer willing to do. Also, these printouts would confirm that deposits were placed into the proper sub accounts, something we no longer have access to.

**COMMENTS FROM TRUSTEES**

No Comments

**ADJOURN MEETING** – 2:35 P.M.

**NEXT MEETING:** February 12, 2024, at 1:00 P. M. held at the District Office