

Regular Board Meeting
Of Wednesday, October 10, 2018

Call to Order: Chairman Clouse called the meeting to order at 9:16 a.m. and those assembled recited the Pledge of Allegiance.

Roll Call: Present were Trustees Robert Clouse, Beverly Dodds (arrived at 9:20 a.m.), Carolyn Flood, Don Neufeld, and Patricia Vogel, DM Terri Perrin and DF Guillermo Barron. Visitors present: Charlie Kaplan and Janet Petersen.

Public Comment: Charlie Kaplan requested an update on the Oak Knoll project. Chairman Clouse explained that he had met with Engineer Jimmy Pinocchio, Attorney Bob Hunt, DM Perrin, and DF Barron to discuss bids for contractors for the fence. Chairman Clouse told him that the fence between the properties was the first thing that will be taken care of and explained that there will be no road going thru this section. Charlie requested that he be notified prior to the fence being started, as he has some plants and other things that need to be moved. Charlie asked that the metal pipe coming out of the tree be removed. DF Barron said it would be taken care of it.

Janet Petersen requested that the Board consider letting her purchase a plot in the cemetery. The Petersen's had lived in the district for 47 years and paid taxes, but now live in Citrus Heights. Her husband has ALS, and she wishes to bury him here. Chairman Clouse said the Board would consider her request and make a decision at the next board meeting.

DM Reports: DM Perrin reported on the September sales, burials, safety meeting, major purchases and attendance.

Major Purchases as noted.

DF Report: DF Barron spoke of maintaining sinking and low graves, explained they check daily for low or sinking graves and fills them as needed. If they cannot get to them right away, they place caution tape and/or barriers around them for public safety. The safety meeting was about Slips, Trips & Falls.

Web Site Hits: 265

Incident Report: None

Correspondence: Per attached

Old Business: Job duties are still on going. Trustee Flood suggested that we have an office procedure manual. She asked if this information can be done by December. DM Perrin emailed Frank Gonzales letting him know the benches should be replaced by the end of October. A picture of Trustee Neufeld was

taken and will be added to the website when we receive his Bio. We have not heard anymore from Virginia's husband, Voya.

Finance Committee Report: Trustee Vogel reported that the Committee met, reviewed the claims and recommends approval for \$25,108.31 under the Consent Calendar.

FOCAP: Trustee Vogel reported that a car went through the front of the Historical Society building on the day of the Chicken Festival. Members of the public and local businesses helped with the clean-up and boarded up the window. It was a community effort, and the History Center was open for business.

Oak Knoll Development: Attorney Bob Hunt was on vacation. There was nothing new to report at this time.

Investment Committee Report: Met and Trustee Flood reported on gains and losses for August. Endowment Care principle was down \$1,561 and Endowment Care interest was down \$1,375.48. However, for the year, the Endowment Care principle had a gain of \$3,813.94, and Endowment Care interest had a gain of \$3,098.66

Personnel Committee Report: Trustee Flood and Trustee Neufeld met on October 1, 2018. They contacted five District Cemeteries and presented the Board with an Excel spreadsheet. It was decided to adopt or reject submitted plan at the next board meeting. Trustee Flood also reported on the CAPC conference she attended and mentioned how differently the Districts work. She stated how important it is to establish policies, and documentation to have a paper trail.

Consent Calendar: Approval of the Board Minutes for September 19, 2018. A motion was made by Trustee Dodds to approve the Board Minutes and seconded by Trustee Vogel. The motion passed 4-0. Trustee Vogel abstained.

A motion was made by Trustee Flood to approve the Claims and seconded by Trustee Dodds. The motion was passed 5-0.

Trustees Chairman Clouse said our next meeting is Wednesday, November 14th.

Adjournment: With no further business, the meeting adjourned at 11:14 a.m.

Approved as _____ read _____ corrected

_____ Chairman

Prepared by _____ Secretary

Votes: _____Ayes
_____ Nays
_____ Abstain
_____ Absent