

Regular Board Meeting  
Of Wednesday, July 11, 2018

Call to Order: Chairman Clouse called the meeting to order at 9:15 a.m. and those assembled recited the Pledge of Allegiance.

Roll Call: Present were Trustees Robert Clouse, Beverly Dodds, Don Neufeld, Patricia Vogel, Trustee Carolyn Flood was on vacation, DM Terri Perrin and DF Guillermo Barron. Visitors present: District's Counsel, Bob Hunt, Charles Kaplan and Betsy Downey of GSRMA.

Public Comment: Charles Kaplan, the neighbor on the west side of the cemetery came in for a progress report on the Oak Knoll development, as he had been gone for 2 months. Trustee Clouse informed him on the progress and all questions were answered. Betsy Downey from GSRMA also attended and presented DM Perrin with a check in the amount of \$2730.90 and a plaque for the Risk Management Accreditation Program.

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

DF Report: DF Barron also spoke of the broken bench and made the suggestion that all benches that were cracked be removed for safety reasons.

Web Site Hits: 363

Incident Report: DM Perrin spoke of an incident (see attached) in the cemetery which involved a woman who was sitting on a bench when the bench broke. Mr. Hunt also said that this should be reported to GSRMA, so they know what had happened.

Correspondence: Resolution to website security breach, a credit of \$1,832.94 from County of Sacramento Storm Water Drainage Charges, the GSRMA Annual Training Conference on Oct 18/19 at Rolling Hills Casino, featuring Gordon Graham, and letters to Pontem Software and Osiris Funeral Software to discontinue service.

Old Business: Lay Linh Saechao marker was set on June 29<sup>th</sup>.

Finance Committee Report: Trustee Dodds reported that the Committee met, reviewed the claims and recommends approval for \$51881.70 (June \$16,810.88 and July \$35,070.82) under the Consent Calendar.

FOCAP: Nothing to report

Oak Knoll Development: Mr. Hunt wanted to make sure that everyone was bidding on the same specifications.

Memorial Day Committee: Trustee Dodds said the wrap up meeting went well. Everyone was happy with M-Day and said it was the best one ever.

Investment Committee Report: Trustee Flood was not at meeting, but DM Perrin told them that the 25 years of preneed accounts amounted to \$33,000.00. It was tabled until Trustee Flood returned. DM Perrin suggested using the opening and closing amounts, as it consists of labor and equipment maintenance.

Consent Calendar: Approval of the Board Minutes for June 13 & 26, 2018 and Approval of Claims. Trustee Dodds motioned to approve the consent calendar and seconded by Trustee Vogel. The motion was passed 4-0. Absent: Trustee Flood

Review and Approve Changes in FOCD Employee Handbook: Discussion was held over, due to the absence of Trustee Flood. Chairman Clouse appointed Trustees Neufeld and Flood as the Personnel Committee to review policies on accruals of vacation and sick time.

Review and Approve Volunteer Worker's Comp Coverage: It was discussed that when we have volunteers on site, we will setup a check in station, so everyone will check in and sign needed paperwork. Chairman Clouse motioned to approve the Resolution for Worker's Comp coverage on volunteers and was seconded by Trustee Vogel. Ayes: Clouse, Dodds, Neufeld, Vogel. Absent: Flood

Approval Updated Contract: Trustee Neufeld motioned to approve the new Agreement of Purchase contract. Seconded by Trustee Dodds and the motion passed 4-0. Absent Trustee Flood

Planned Pay-Off for District Manager Terri Perrin (retirement): Discussion for the planned pay-off of District Manager, Terri Perrin was tabled until next Board Meeting, due to Trustee Flood not being present.

Chairman Clouse said our next meeting is Wednesday, August 8th. The GSRMA conference will be discussed further, as well as the CAPC conference.

Adjournment: With no further business, the meeting adjourned at 10:50 a.m.

Approved as \_\_\_\_\_ read \_\_\_\_\_ corrected  
\_\_\_\_\_  
Chairman  
Prepared by \_\_\_\_\_ Secretary

Votes: \_\_\_\_\_ Ayes  
\_\_\_\_\_ Nays  
\_\_\_\_\_ Abstain  
\_\_\_\_\_ Absent