

Regular Board Meeting
Of Wednesday, September 19, 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, Carolyn Flood, Don Neufeld, DM Terri Perrin and DF Guillermo Barron. Patricia Vogel was absent. Visitors present: None

Public Comment: None

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

DF Report: DF Barron said the asphalt was removed in the East Section. No wires or irrigation was found. He will purchase about 160 feet of sod for this area. He also poured 105 feet of curbing in the East Section. The cubbies in the Oak Knoll section are finished and ready for sale. They are creating pavers around the new round niches, and a decorative bridge will be placed on that site. They have been trimming the branches of the olive trees in Oak Knoll back. The Safety meeting was about tree trimming and safe removal of limbs.

Web Site Hits: 551

Incident Report: DM Perrin wrote a letter to the Kepley's about the removal of their cracked bench. Mrs. Kepley sent a check for a new bench and it has been installed. DM Perrin spoke of the Noland/Miner family graves (see attached letter). Mrs. Miner will be in today to select other plots. We have added another row in the West Hill section for cremation graves (Block 48, Row 18, and Graves 05 through 16). DM Perrin also reported that Virginia Willis's husband Voja, has been calling the cemetery and wanting to have his name removed from the headstone and would like the bench that was dedicated to Virginia moved to her plot. DM Perrin stated that the bench will not be moved. Board suggested that DM Perrin keep notes and keep recordings of phone calls, in case they are needed.

Correspondence: DM Perrin said the current mapping provided to Cemsites does not include GIS or Lat/Long data. It will be an additional \$3000.00 (20 hours @ \$150.00) to complete the mapping component. The 8 passenger club car was sold for \$3500.00. The Board decided to put the discussion of staying with the Jeppson & Griffin Law Firm or moving with Attorney Mark Velasquez on the next agenda. An email was received from Frank Gonzales wanting to know when the benches are going to be replaced (West Hill, Block 48 Niches).

Old Business: Job duties are still on going. Trustee Neufeld's picture was taken for the website and he will be supplying us with his bio.

Finance Committee Report: Trustee Dodds reported that the Committee met, reviewed the claims and recommends approval for \$72,422.03 under the Consent Calendar.

FOCAP: Trustee Vogel Absent

Oak Knoll Development: Chairman Clouse reported that he, Bob Hunt, Jimmy Pinocchio, DM Perrin and DF Barron met and went over what needs to be done to develop the Oak Knoll property. Chairman Clouse asked Bob Hunt, along with Jimmy Pinocchio, to move forward with the project, in compliance with the law.

Investment Committee Report: Will report at the October 10, 2018 meeting.

Personnel Committee Report: Trustee Flood said the Committee met on September 17, 2018, additional information needs to be gathered, and the Committee will meet again next month.

Change Accounts on Resolution 2018-04 Transfer of Funds: Trustee Flood motioned to amend Resolution 2018-04 as stated. Trustee Neufeld seconded. The motion was passed 4-0-1 absent (Vogel).

Discuss Future District Manager: DM Perrin handed out a Notice of Job Opening for the District Manager Position. A correction was noted under Salary and Benefits: Fair Oaks Cemetery District provides medical, AD&D and partial Dental & Vision Coverage. With that correction made, the Board decided that the last day to submit applications and resumes to the District office is October 19, 2018 at 3:00 p.m. DM Perrin said she would have the corrections made and the advertisement ready to go out by 9/21/2018 to the newspapers, websites, and other media. Chairman Clouse asked DM Perrin to take care of the advertisement for the part-time position, as well.

Consent Calendar:

Trustee Flood motioned to approve the minutes of August 8, 2018 and was seconded by Trustee Neufeld. The motion passed 4-0-1 absent (Vogel).

Trustee Flood motioned to approve the minutes of August 21, 2018 and seconded by Trustee Neufeld. The motion was passed 4-0-1 absent (Vogel).

Trustee Dodds motioned to approve the Claims and was seconded by Trustee Neufeld. The motion passed 4-0-1 absent (Vogel).

Trustee Questions & Comments: Chairman Clouse said our next meeting is Wednesday, October 10th. DM Perrin reminded the Trustees of the GSRMA conference to be held in Corning on October 18th & 19th. Vehicle arrangements will be finalized later.

Adjournment: With no further business, the meeting adjourned at 11:20 a.m.

Approved as _____ read _____ corrected

_____ Chairman

Prepared by _____ Secretary

Votes: _____Ayes
_____ Nays
_____ Abstain
_____ Absent