



FAIR OAKS CEMETERY

7780 Olive Street Fair Oaks, CA 95628

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www.fairoakscemetery.com

ESTABLISHED 1902

BOARD OF TRUSTEES
Robert Clouse-Chairman
Carolyn Flood-Vice Chairman
Beverly J. Dodds
Patricia Vogel
Albert D. Neufeld

Guillermo Barron
District Manager
Teresa Day
Admin Assist
Mysti Lingenfelter
Admin Assist

**"It is our mission to partner with our community to
preserve our past & memorialize our future"**

Minutes

OF REGULAR MEETING OF THE BOARD OF TRUSTEES OF FAIR OAKS CEMETERY DISTRICT

Wednesday, January 8, 2020 at 9:15 am

District Office

7780 Olive St.

Fair Oaks, CA 95628

1. Call to Order-9:15 a.m.
 - Chairman Clouse called the meeting to order at 9:16 am
2. Pledge of Allegiance
 - Those assembled recited the Pledge of Allegiance
3. Roll Call of Board
 - Present were trustees Robert Clouse, Carolyn Flood, Albert Neufeld, Patricia Vogel, Beverly Dodds, and DM Guillermo Barron & DF Gonzalo Vega. Employee Mysti Lingenfelter was also present.
4. Public Comment on any agenda items - Open or Closed
 - Pete Schroeder and Bob Vogel were present: No comments
5. Unfinished Business - Board Discussion & Possible Action Items
 - A. Investment Committee
 - i. Recommendation for investment company
 - Investment committee, consisting of Trustee Neufeld and Trustee Flood, reviewed information from Wells Fargo and STIFEL. They made the recommendation to transfer our investments to STIFEL. Moved by Trustee Neufeld and 2nd by Trustee Vogel. Approved: Unanimously
 - Investment committee reviewed our current investments. We show a growth in Principal of \$62,089.77 and a growth in interest of \$38,873.00 as of November of 2019.
 - B. Fountains Development Project
 - Pictures of the current development were displayed as people came in. Concrete wall and fencing are completed. The concrete strips for headstones are in progress but will take some time making sure all the details are finished correctly.
 - Neighbors are happy with the fences being built. They both received and understood the letters about the fence being built on District property and the 12 inches on the back part of the fence line still belongs to the District.
 - Next steps to finish the area include a walkway and two to four more sets of cubbies.
6. Finance Committee Report
 - Trustee Vogel confirmed the verification of claims in the amount of \$85,697.50 noting the majority was spent on the fountains project.
 - Trustee Vogel also noted a charge for Christmas Lunch. DM Barron stated the funds used were from our rewards on our credit card. No Taxpayer money was used for this item.
7. Consent Calendar
 - A. Approval of Board Minutes of ~~November 13~~ ^{December 11}, 2019
 - B. Approval of Claims
 - Accept the consent calendar. Moved by Trustee Flood and 2nd by Trustee Neufeld. Approved: Unanimously
8. Information Items
 - A. District Foreman's Monthly Report
 - i. Safety Report

Fair Oaks Cemetery District Agenda for Board of Trustees Meeting January 8, 2020

- DF Vega reported safety meeting was held on proper hearing protection as the crew is still using the loud machines for maintenance.
 - ii. Any unusual activities
- No unusual activities to report
- B. DM's Monthly Reports:
 - i. Sales
 - District Sales reported as \$27,673.16
 - ii. Internments
 - District's 14 Burials consisted of 5 casket burials & 9 cremation burials
 - iii. Website Contacts
 - No district contacts to report.
 - Google Analytics showed 96 visits to our website, 165 directions given, and 38 phone calls for the month of November.
 - iv. Correspondence
 - DM Barron has been corresponding with Brandon Rose about land acquisition. The board has agreed to move forward with researching land available.
 - v. Upcoming events, conferences, and trainings
 - Board agreed to move next month's meeting to February 19th as the regular meeting time falls on a holiday.
 - Best of Fair Oaks - Trustee Vogel will be in attendance
 - Madera Safety training will be held Wed. February 5th. DM, DF, and one of our workers will be in attendance.
 - Trainings are coming up and Board members have volunteered to cover the office if needed.
 - vi. Major Purchases or other extraordinary expenditures
 - Fencing and Concrete on Fountains project
 - \$1,200 on rolling compactor. Rented from Sun Belt to regrade new fountains area
 - Trustee Clouse commended the crew on such a wonderful job on the grading and drainage.
 - vii. Incidents
 - Drive in gate was left open. DM Barron suggested we purchase a new lock box that could include a key and a clicker for the fences for our security company.
 - 1. Update on Gate
 - Arch gate update. Metal Monger is going to come out and rebuild the gate and concrete structure.
 - Claim is filed with GSRMA and gate repairs will be covered.
 - Board gave directions to DM to go ahead with repair, and when finished, hang a sign showing clearance height.

9. New Business - Board Discussion & Possible Action Items:

A. NONE

10. Trustees Discussions, Questions, & Comments

- Trustee Vogel reported the March 25th meeting of FOCAP (Fair Oaks Community Action Partnership) will be held at FOCD at 4pm.
- Trustee Clouse set a date for a special meeting for February 5th, 2020 for DM annual review.
- Trustee Clouse thanked Trustee Dodds for her 20 plus years of service with the Fair Oaks Cemetery District. He presented her with a certificate from Supervisor Peters office.
- Trustee Dodds thanked everyone for their thoughtfulness and support over the years.

11. Adjournment

- Chairman Clouse adjourned the meeting at 10:22 a.m

Votes: 4 Ayes
0 Nays
___ Abstain
1 Absent

Approved as ___ read corrected


Prepared by: Mysti Lingenfelter

Chairman
Secretary