



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

FAIR OAKS CEMETERY

7780 Olive Street Fair Oaks, CA 95628

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ESTABLISHED 1902

BOARD OF TRUSTEES
Robert Clouse-Chairman
Carolyn Flood-Vice Chairman
Patricia Vogel
Albert D. Neufeld
Peter Schroeder

**"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, February 10, 2020 at 9:15 am

District Office

7780 Olive St.

Fair Oaks, CA 95628

Due to COVID-19 precautions this meeting will be held in person and online via Zoom.

1. Call to Order-9:15 a.m.
 - Chairman Clouse called the meeting to order at 9:15am
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, Peter Schroeder, and DM Guillermo Barron. Employee Mysti Lingenfelter and DF Gonzalo Vega were also present.
4. Public Comment on any agenda items - Open or Closed
 - No public present
5. Unfinished Business - Board Discussion & Possible Action Items
 - A. Investing Pre-Need Money
 - Sacramento County Department of Finance emailed the District regarding how to transfer funds to STIFEL.
 - i. Resolution 2020-03
 - Motion to adopt board resolution 2020-03 as written. Moved by Trustee Neufeld 2nd by Trustee Vogel. Approved: Unanimously
 - ii. Resolution 2020-04
 - Motion to adopt board resolution 2020-04 as written. Moved by Trustee Vogel 2nd by Trustee Schroeder. Approved: Unanimously
6. Finance Committee Report
 - Trustee Vogel reported the claims total as \$24,524.22.
7. Consent Calendar
 - A. Approval of Board Minutes of January 13, 2021
 - B. Approval of Claims
 - Motion to accept the Consent Calendar as read. Moved by Trustee Neufeld 2nd by Trustee Flood. Approved: Unanimously
8. Investment Committee Report
 - Trustee Flood reported a net gain of \$4,286.89 from our investment accounts in October, November, and December.
 - Trustee Neufeld cautioned the board that the investment report is just a snapshot in time, but our investments are five years or more, so we will see more gains over time.
9. Information Items
 - A. District Foreman's Monthly Report
 - i. Safety Report

Fair Oaks Cemetery District Agenda for Board of Trustees Meeting February 10, 2020

- DF Vega reported this month's safety report is on proper eye protection. When outside, employees wear proper protection around the machines. There are eye wash stations spread out and all employees have been shown their location.

ii. Any unusual activities

- Nothing to report.

B. DM's Monthly Reports:

i. Sales

- District sales reported as \$46,316.51 (Total Income \$64,631.69)

ii. Internments

- District's 23 burials consisted of 16 cremations and 7 caskets.

iii. Attendance

- District Employee's attendance is up to date.

iv. Website Contacts

- Google Analytics showed 98 visits to our website in December.

- Chamber Catcher page showed 52 page views.

v. Correspondence

1. Best of Fair Oaks

- The District has won best Cemetery/Final Resting place again this year.

2. COVID Vaccine Info

- District Manager attended a virtual meeting about COVID-19 vaccinations.

3. SMUD Trees

- Tuesday February 16, 2020 SMUD will be coming to evaluate our trees and see how many free shade trees the district qualify for.

- Trustee Clouse recommended looking into Sacramento Tree Foundation as well.

vi. Upcoming events, conferences, and trainings

- Nothing to report.

vii. Major Purchases or other Extraordinary Expenditure

- DM Barron updated the board on the plates for the family garden. The District has found a local foundry willing to do them.

- Gator has been delivered and purchase will be on next month's bills.

viii. Incidents

- Nothing to report

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

A. Election of Officers

- Motion to appoint Trustee Clouse to chairman. Moved by Trustee Flood 2nd by Trustee Vogel. Approved: Unanimously

- Motion to appoint Trustee Flood to vice-chairman. Moved by Trustee Clouse 2nd by Trustee Neufeld. Approved: Unanimously

- Secretary appointed by board.

B. Investment Policy for Pooled Investment Funds (County)

- The investment policy from the County of Sacramento has been received and filed by the District.

11. Trustees Discussions, Questions, & Comments

- Trustee Clouse advised the DM to congratulate and invite our new Supervisor to a board meeting.

- Chairman Clouse announced the next board meeting will be held March 10, 2021 at 9:15am

12. Adjournment

- Chairman Clouse adjourned the meeting at 10:15am

Approved as X read _____ corrected

Bo Clouse
Prepared by: Mysti Lingenfelter

Chairman
Secretary

Votes: <u>4</u> Ayes
<u>0</u> Nays
<u> </u> Abstain
<u>1</u> Absent