



FAIR OAKS CEMETERY DISTRICT

Guillermo Barron
District Manager
Mysti Lingenfelter
Admin Assist
Gonzalo Vega
District Foreman

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
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, April 13, 2022, 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, Pat Vogel, Pete Schroeder, Don Neufeld, and Carolyn Flood, DM Guillermo Barron, and Foreman Gonzalo Vega. Employee Mysti Lingenfelter was Absent
4. Public Comment on any agenda items - Open or Closed.
 - No public present.
5. Unfinished Business - Board Discussion & Possible Action Items
 - A. Update on Land/Tax Issues
 - Trustee Schroeder and Trustee Clouse spoke with owners of Smith farm, Aero Jet Property, and Easton property.
6. Finance Committee Report
 - Finance committee met prior to the board meeting. Treasurer Vogel reported total claims were \$28,755.15 after correction of \$114.48
7. Consent Calendar
 - A. Approval of Board Minutes of March 9, 2022
 - B. Approval of Claims
 - Motion to accept the consent calendar as amended. Moved by Trustee Schroeder 2nd by Trustee Clouse. Approved unanimously
8. Information Items
 - A. District Foreman's Monthly Report
 - i. Safety Report
 - March safety meeting was held on proper hydration as the weather is getting unseasonably warmer.
 - ii. Any unusual activities
 - Nothing to report
 - B. DM's Monthly Reports:
 - i. Sales
 - District sales reported as \$56,434.58 (Total Income \$73,509.11)
 - ii. Internments
 - District's 27 burials consisted of 9 cremations and 18 caskets
 - iii. Attendance
 - District Employee's attendance is up to date

Fair Oaks Cemetery District Agenda for Board of Trustees Meeting March 9, 2022

iv. Website Contacts

- Google Analytics showed 134 visits to our website in January.
- Chamber Catcher page showed 21-page views, and an Advertising offset of \$4.25 to \$25.00

v. Correspondence

1. GSRMA - Voting

- Trustees abstained from voting.

2. FOWD - Notice

- Neighbor expressed concerns about trees on property line not getting enough watering. Neighbor suggested we increase watering time along the fence line to prevent trees from drying and possibly falling. DM notified the neighbor we do not have a watering system in that location, but we would water twice a day by hand, if he was ok with the runoff going down towards his property. The neighbor agreed.
- Fair Oaks Water District notified FOCD of an overwatering complaint from the neighbor.
- DM was directed to water only twice a week in that area.

vi. Upcoming events, conferences, and trainings

vii. Major Purchases or other Extraordinary Expenditure

- Nothing to report.

viii. Incidents

- No major incidents to report.

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

A. QuickBooks / CemSites

- Board asked to review quote and research more with CemSites. Moving to QuickBooks online will not be a choice, as the desktop version will no longer be supported.

B. Budget 2022/2023

- Budget will be brought back at next meeting for further review and adoption.

C. Pricing for 2023

- Board directed staff for a 15% increase for Out of District, and a 12% increase to other price sheets. Price sheets will be brought back next board meeting.

10. Trustees Discussions, Questions, & Comments

- Board expressed their pleasure with the DM and the way things are running.
- Next board meeting scheduled for May 11, 2022

11. Adjournment

- Chairman Clouse adjourned the meeting at 11:26 am

Approved as 4 read _____ corrected.

Bob Clouse Chairman
Prepared by: Mysti Lingenfelter Secretary

Votes: <u> 5 </u> Ayes
<u> 0 </u> Nays
<u> 0 </u> Abstain
<u> 0 </u> Absent