



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, August 10, 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 Bob Clouse, Pat Vogel, Don Neufeld, and Carolyn Flood, DM Guillermo Barron, Foreman Gonzalo Vega, and Employee Mysti Lingenfelter. Trustee Pete Schroeder 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
 - Nothing to report
 - B. QuickBooks / CemSites
 - CemSites is progressing with the integration to QuickBooks online. We should have an update soon.
 - C. Security Solutions
 - People have been scouting the area around the shop. Cameras have recorded license plates and we are looking into getting more security cameras. Nothing has been taken.
6. Finance Committee Report
 - Finance committee met prior to the board meeting. Treasurer Vogel reported total claims were \$58,350.79
7. Consent Calendar
 - A. Approval of Board Minutes of July 13, 2022
 - B. Approval of Claims
 - Motion to accept the consent calendar as corrected. Moved by Trustee Flood 2nd by Trustee Vogel. Approved 4/0/1Absent
8. Investment Committee Report
 - Investment Committee met prior to the board meeting. Our accounts are in holding for 3 years. Consequently, our investments are following market trends.
9. Information Items
 - A. District Foreman's Monthly Report
 - i. Safety Report
 - This month's safety meeting was held on Hard Hat Safety.
 - ii. Any unusual activities
 - Our Sprinkler System went down. We had Imperial Sprinkler come out and look at it. The staff found the issue and returned the sprinklers to working condition.

Fair Oaks Cemetery District Agenda for Board of Trustees Meeting August 10, 2022

B. DM's Monthly Reports:

i. Sales

- District sales reported as \$54,940.14 (Total Income \$61,664.57)

ii. Internments

- District's 32 burials consisted of 15 cremations and 17 caskets

iii. Attendance

- District Employee's attendance is up to date

iv. Website Contacts

- Google Analytics showed 166 visits to our website in July.

- Chamber Catcher page showed 46 visits.

v. Correspondence

- Letter Received regarding benefits pre-funding. – Trustee Neufeld to follow up.

vi. Upcoming events, conferences, and trainings

- Trustee Schroeder and DM Barron will be attending the GSRMA conference in October

vii. Major Purchases or other Extraordinary Expenditure

- DM proposed the purchasing of stones to extend the family garden option in the amount of \$9,498.00.

- Motion to accept the proposal, Moved by Trustee Flood 2nd by Trustee Vogel. Approved 4/0/1 Absent

viii. Incidents

- Security issues discussed

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

11. Trustees Discussions, Questions, & Comments

- SDAC meeting scheduled for later in the month has been cancelled.

12. Adjournment

- Chairman Clouse adjourned the meeting at 10:28 am

Approved as _____ read X corrected.

Bo Clouse Chairman
Prepared by: Mysti Lingenfelter Secretary

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