



FAIR OAKS CEMETERY DISTRICT

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

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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, November 16, 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.
 - Vice-Chairman Flood 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 Pat Vogel, Pete Schroeder, and Carolyn Flood, Foreman Gonzalo Vega, DM Guillermo Barron, and Secretary Mysti Lingenfelter. Trustee Bob Clouse and Trustee Don Neufeld were 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
 - i. Appoint spokesperson
 - Motion to have Trustee Schroeder as spokesperson regarding land/tax issues. Moved by Trustee Flood 2nd by Trustee Vogel. Approved 3/0/2
 - ii. Letter to Supervisors
 - After meeting with legal counsel, Trustee Schroeder sent a letter to Supervisors' office.
 - B. Security Solutions
 - Cameras installed around cemetery office and shop completed.
 - Signs posted.
 - C. Truck Purchase
 - New truck purchase \$120,000 vs new Engine \$31,000. Motion to repair engine as soon as possible. Moved by Trustee Schroeder 2nd by Trustee Vogel. Approved 3/0/2
 - D. Expansion Ideas for current land
 - i. Tour of Ideas
 - Postponed to next meeting for lack of full board attendance.
 - E. Survey for interest in the FOCD board
 - District directed staff to create a flyer explaining the purpose of the board and inviting those interested to come to a board meeting.
 - F. Solar Panels
 - Board decided solar panels are not cost effective at this time.
 6. Finance Committee Report
 - Finance committee met prior to the board meeting. Treasurer Vogel reported total claims were \$50,801.03
 7. Consent Calendar
 - A. Approval of Board Minutes of October 12, 2022

Fair Oaks Cemetery District Minutes for Board of Trustees Meeting November 16, 2022

B. Approval of Claims

- Motion to accept the consent calendar as printed. Moved by Trustee Schroeder 2nd by Trustee Vogel. Approved 3/0/2

8. Investment Committee Report

- Nothing to report, postponed to next meeting.

9. Information Items

A. District Foreman's Monthly Report

i. Safety Report

- This month's safety meeting was held on proper hearing safety.
 - ii. Any unusual activities
- Nothing to report.

B. DM's Monthly Reports:

- District sales reported as \$23,296.00 (Total Income -\$46,509.57)
 - i. Internments
- District's 17 burials consisted of 11 cremations and 6 caskets
 - ii. Attendance
- District Employee's attendance is up to date
 - iii. Website Contacts
- Google Analytics showed 96 visits to our website in July.
- Chamber Catcher page showed 27 visits.
 - iv. Correspondence
 - 1. Water District
- Public Forum will be held Nov. 21, 2022, at 6:30pm.
 - 2. Takeuchi Letter
- Called Takeuchi, our check was applied to the general income account, issue has been resolved.
 - v. Upcoming events, conferences, and trainings
- FOCAP meeting will be held at District on Mar. 29, 2023
 - vi. Major Purchases or other Extraordinary Expenditure
- Payment for Grasshopper mowers
- Payment for new Family Garden Headstones
- Various truck repairs and new tires
 - vii. Incidents
 - 1. Opsahl Letter
- DM spoke with legal council and issue has been resolved.

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

A. Todd Baker - Baker Supplies

- Todd Baker from Baker Supply spoke with the board.
- B. Rules & Regulations Handout

- Minor grammatical changes made.
- Motion to accept the Rules & Regulations as amended. Moved by Trustee Schroeder 2nd by Trustee Vogel. Approved 3/0/2

C. Allowing 5 year - Financing

- Motion to make our financing extend out to 5 years with same fee structure. Moved by Trustee Flood 2nd by Trustee Vogel. Approved 3/0/2

11. Trustees Discussions, Questions, & Comments

- Trustee Vogel shared with us a historical flag from the Spanish American War.

12. Adjournment

- Vice Chairman Flood adjourned the meeting at 10:36 am

Approved as X read _____ corrected.

Prepared by: Mysti Lingenfelter Board Secretary.

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