



FAIR OAKS CEMETERY DISTRICT

7780 Olive Street Fair Oaks, CA 95628

Phone (916) 966-1613 Fax (916) 966-8921

www.fairoakscemetery.com

ESTABLISHED 1902

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

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, January 11, 2023, at 9:15 am

District Office

7780 Olive St.

Fair Oaks, CA 95628

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, Bob Clouse, Don Neufeld, Foreman Gonzalo Vega, DM Guillermo Barron, and Secretary Mysti Lingenfelter.
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. Meeting with David Hatch (Aerojet-Easton)
 - Trustee Schroeder handed out two documents he received during his meeting with David Hatch from Easton-Aerojet property.
 - Board gave direction to Trustee Schroeder to pursue land option outlined on the map.
 - B. Survey for interest in the FOCD board
 - Staff is continuing work on brochure.
 - C. Tour of Expansions
 - Postponed until next meeting.
6. Finance Committee Report
 - Finance committee met prior to the board meeting. Trustee Schroeder reported total claims were \$25,383.96
7. Consent Calendar
 - A. Approval of Board Minutes of December 14, 2022
 - Motion to accept minutes as corrected. Moved by Trustee Vogel 2nd by Trustee Neufeld. Approved 5/0/0
 - B. Approval of Board Minutes of Special Meeting December 28, 2022
 - Motion to accept minutes as presented. Moved by Trustee Vogel 2nd by Trustee Neufeld. Approved 5/0/0
 - C. Approval of Claims
 - Motion to accept the claims as presented. Moved by Trustee Vogel 2nd by Trustee Neufeld. Approved 5/0/0
8. Investment Committee Report
 - Investment Committee met prior to the board meeting. Trustee Flood reported we are following trends.
 - Trustee Neufeld to reach out to Sandra Wheeler to ask about mutual funds.
9. SDAC/LAFCo Report
 - Trustee Schroeder attended the meeting. Two of Cordova Park District representatives have been replaced.
10. Information Items

Fair Oaks Cemetery District Minutes for Board of Trustees Meeting January 11, 2023

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:

i. Sales

- District sales reported as \$29,801.50 (Total Income \$32,307.87)
- ii. Internments

- District's 13 burials consisted of 7 cremations and 6 caskets
- iii. Attendance

- District Employee's attendance is up to date.
- iv. Website Contacts

- Google Analytics showed 102 visits to our website in December.

- Chamber Catcher page showed 19 visits.

v. Correspondence

1. Bob Hunt Article

- Excerpt from Public cemetery Alliance Newsletter
- Board acknowledged we are doing what we are supposed to be as per the article.

2. Request from Fair Oaks Rotary

- DM directed to speak on behalf of the cemetery.

3. Various Notices of rate increases

- Vendors are increasing their prices, staff asked to reflect on if FOCD needs to raise prices before end of fiscal year.
- vi. Upcoming events, conferences, and trainings
- vii. Major Purchases or other Extraordinary Expenditure

- Items discussed as future purchases.

- DM given direction to get estimates for roof repair/replacement

- DM given direction to get estimates for concrete work

- DM given direction to get estimates for repairs in shop

viii. Incidents

1. Storm Update

- Storm caused 7 trees to fall within the cemetery.
- Two fences were damaged
- DM given direction to assess damages and turn in claims to GSRMA
- DM given direction to call tree services for removal of trees.
- DM given direction to research cost of hiring someone to chip the wood.

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

A. Officers for Board 2023

- Motion to accept Trustee Clouse as Chairman. Moved by Trustee Vogel 2nd by Trustee Flood. Approved 4/0/1
- Motion to accept Trustee Flood as Vice-Chairman. Moved by Trustee Schroeder 2nd by Trustee Vogel. Approved 4/0/1
- Motion to accept Trustee Neufeld as Treasurer. Moved by Trustee Clouse 2nd by Trustee Flood. Approved 4/0/1

B. Budget Review & Possible Revision

- Motion to adopt resolution 2023-03 and increase our budget for GL 4303 by and additional \$20,000. Moved by Trustee Flood 2nd by Trustee Neufeld. Approved 5/0/0

12. Trustees Discussions, Questions, & Comments

- Nothing to report

13. Adjournment

- Chairman Clouse adjourned the meeting at 10:50 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