



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, February 8, 2023, at 9:15 am

District Office

7780 Olive St.

Fair Oaks, CA 95628

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 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
 - Trustee Schroeder met with Rich Desmond and Vanessa from his staff. Rich Desmond will meet with LAFCo representative Jose Henriquez and later follow up with Trustee Schroeder on the tax issue.
 - Trustee Clouse introduced Trustee Schroeder to Supervisor Frost with a positive outcome.
 - B. Survey for interest in the FOCD board
 - Staff will complete brochure and speak at the next Chamber luncheon.
 - DM to speak at a rotary meeting.
 - C. Tour of Expansions
 - This item moved to next meeting.
6. Finance Committee Report
 - Finance committee met prior to the board meeting. Trustee Vogel reported total claims were \$55,499.18.
7. Consent Calendar
 - A. Approval of Board Minutes of January 11, 2023
 - B. Approval of Claims
 - Motion to accept the consent calendar as presented. Moved by Trustee Flood 2nd by Trustee Neufeld. Approved 5/0/0
8. Investment Committee Report
 - A. Report on Mutual Funds
 - Trustee Neufeld contacted Sandra Wheeler. She answered his questions to satisfaction.
9. Information Items
 - A. District Foreman's Monthly Report
 - i. Safety Report
 - This month's safety meeting was held on preventing back injuries.
 - ii. Any unusual activities
 - Nothing to report.
 - B. DM's Monthly Reports:

Fair Oaks Cemetery District Agenda for Board of Trustees Meeting February 8, 2023

i. Sales

- District sales reported as \$42,315.73 (Total Income \$204,917.44)

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 92 visits to our website in January.

- Chamber Catcher page showed 47 visits.

v. Correspondence

1. County of Sacramento- Investment Pool update

- Annual Investment Policy Update from Sacramento County; Investment committee to review.

vi. Upcoming events, conferences, and trainings

1. Best of Fair Oaks - Results

- Fair Oaks Chamber awarded us "Best Final Resting Place / Cemetery for 2022.

vii. Major Purchases or other Extraordinary Expenditure

- Nothing to report.

viii. Incidents

- Client purchased two plots, in two separate locations. Client would like disinterment fees waived.
 - o Motion to waive disinterment fee, provided paperwork is complete. Moved by Trustee Vogel 2nd by Trustee Schroeder. Approved 5/0/0
- Gas tanks in back broken into over the weekend. DM called Sheriff's Department with no result. DM to follow up with neighborhood watch and FO Chamber of Commerce.
- Cremation plot moved, originally sold as a cremation only plot, but client wanted to change to casket burial.
- Monument placed in wrong location. Monument company to move to correct location.
- Employee check was short due to a clerical error. Issue has been resolved.

1. Storm Update

- FOCD lost 9 trees in total. DM reported all clean up has been done in-house. Any damages will be reported to liability insurance.
- Trustee Schroeder left at 10:15am.

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

A. Policy for Cremation Only Spaces

- Motion to accept the Cremation policy as presented. Moved by Trustee Flood 2nd by Trustee Vogel. Approved 4/0/1

B. Motion to add item: Special Meeting Request (5/0/0)

- Motion to schedule a Special Meeting for Monday February 13, 2023 at 10am. Moved by Trustee Flood 2nd by Trustee Vogel Approved 4/0/1

11. Trustees Discussions, Questions, & Comments

- DM thanked the staff for all of their hard work and thanked the Board for their support.
- Trustee Clouse thanked the staff for their hard work and expertise in various areas.

12. 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