



# FAIR OAKS CEMETERY DISTRICT

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

7780 Olive Street Fair Oaks, CA 95628

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

[www.fairoakscemetery.com](http://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 12, 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 9:23am
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.
  - Eric Currie was present to witness the board meeting.
5. Unfinished Business - Board Discussion & Possible Action Items
  - A. Update on Land/Tax Issues
    - Trustee Schroeder spoke with Jose Enrique from LAFCo and Jose will give us some ideas when he completes more research.
  - B. Survey for interest in the FOCD board
  - Trustees took completed brochures to hand out to potential board members.
  - C. Tour of Expansions
    - DM Showed the board several pictures on the expansion project progress.
6. LAFCo Report
  - Added to agenda in error, no meeting was held to report on.
7. Finance Committee Report
  - The finance committee met prior to the board meeting. Trustee Vogel reported total claims were \$31,676.58
8. Consent Calendar
  - A. Approval of Board Minutes of March 8, 2023
  - B. Approval of Claims
    - Motion to accept the consent calendar as presented. Moved by Trustee Flood 2<sup>nd</sup> by Trustee Neufeld. Approved 5/0/0
9. Investment Committee Report
  - Accounts are following trends.
10. Information Items
  - A. District Foreman's Monthly Report
    - i. Safety Report
      - This month's safety meeting was held on proper hearing protection.
      - ii. Any unusual activities
    - Nothing to report.
  - B. DM's Monthly Reports:
    - i. Sales

Fair Oaks Cemetery District Minutes for Board of Trustees Meeting April 12, 2023

- District sales reported as \$55,505.29 (Total Income \$55,505.29 includes taxes and interest earned)
  - ii. Internments
- The district's 28 burials consisted of 10 cremations and 19 caskets.
  - iii. Attendance
- District Employee's attendance is up to date.
  - iv. Website Contacts
- Google Analytics showed 80 visits to our website in January.
- Chamber Catcher page had 16 direct views.
  - v. Correspondence
- Nothing to report.
  - vi. Upcoming events, conferences, and trainings
- With all the major projects and repairs, staff doesn't have the time to attend the meeting in San Louis Obispo
  - vii. Major Purchases or other Extraordinary Expenditure
- Roof has been paid using the credit card.
  - viii. Incidents
- More trees fell as they are becoming heavier with the bloom.
- Client wanted casket burial on opposite side of grave, this was resolved.

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

A. FEMA Update on Storm Damage

- We are in the process of completing a few projects with FEMA.
- We are looking at recuperating most of the money spent during and after the December storm and all the damage cleaned up.

B. Resolution 2023-04 Assign Applicant Agents

- Motion to accept the resolution as amended. Moved by Trustee Flood 2<sup>nd</sup> by Trustee Neufeld. Approved 5/0/0

C. Audit Update

- Audits are currently being conducted and should have been evaluated by next meeting.

D. Memorial Day Chairs / Table / Tents

- Rotary club is working with the DM to help clean-up and borrow items after Memorial Day Event.

E. 2023/2024 - Budget Review

- Information given to Board for review and discussion at next board meeting.

12. Trustees Discussions, Questions, & Comments

- Nothing to report

13. Adjournment

- Chairman Clouse adjourned the meeting at 10:34am

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