



FAIR OAKS CEMETERY DISTRICT

District Manager
Guillermo Barron
Office Manager
Mysti Lingenfelter
District Foreman
Gonzalo Vega

7780 Olive Street Fair Oaks, CA 95628
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www.fairoakscemetery.com
ESTABLISHED 1902

BOARD OF TRUSTEES
Pete Schroeder-Chairman
Carolyn Flood-Vice Chairman
Patricia Vogel
Albert D. Neufeld
Bob Clouse

“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, September 11, 2024, at 9:00 am
District Office
7780 Olive St.
Fair Oaks, CA 95628

1. Call to Order-9:00 a.m.
 - Chairman Schroeder called the meeting to order at 9:01am.
2. Pledge of Allegiance
 - Those assembled recited the Pledge of Allegiance.
3. Roll Call of Board
 - Present were trustees Pete Schroeder, Carolyn Flood, Don Neufeld, Bob Clouse, DM Guillermo Barron, Secretary Mysti Lingenfelter, and Foreman Gonzalo Vega.
 - Absent Trustee Pat Vogel
4. Public Comment on & Opportunity to Discuss Matter within District Jurisdiction
 - None present
5. Information Items:
 - A. District Foreman's Monthly Report
 - i. Safety Report
 - This month's safety meeting was held on first aide procedures.
 - ii. Any unusual activities
 - Nothing to report.
 - B. DM's Monthly Reports:
 - i. Sales
 - District sales reported as \$81,126.98.
 - District total income including tax revenue and interest reported as \$96,010.98
 - ii. Interments
 - The district's 16 burials consisted of 8 cremations and 8 caskets.
 - iii. Attendance
 - District Employee's attendance is up to date.
 - iv. Website Contacts
 - Google Analytics showed 118 visits to our website.
 - Chamber Catcher page had 9 direct views.
 - v. Major Purchases or other Extraordinary Purchases
 - This upcoming month to purchase a new golf cart.
 - Purchase of new weed eaters and blowers with rebate from the County of Sacramento.
 1. Cubbies
 - 58 new cubbies constructed. Costs occurred for foundation concrete work and masonry tiles.
 - vi. Incidents
 - Missing water can

Fair Oaks Cemetery District Minutes for Board of Trustees Meeting September 11, 2024

vii. Correspondence

- Nothing to report

viii. Upcoming events, conferences, and trainings

1. CAPC Oct. 11-13 - Vega
2. GSRMA Oct. 24-25

- Lingenfelter to attend.

C. Committee Reports:

i. Finance Committee

- The finance committee met prior to the board meeting. Trustee Neufeld reported total claims were \$53,254.58.
- ii. Investment Committee

- Investments are following industry trends.

iii. Other Committee Reports

1. Update on Land/Tax Issues

- Trustee Schroeder is still looking into who gets a portion of 1% and ultimately how was that determined.

6. Unfinished Business - Board Discussion & Possible Action Items

A. Audit Update - Scott German

- Letters of retention have been signed.
- Board directed staff to get a date of completion from Scott German.
- B. FOCD Policy Manual

- Policy Manual still in review

C. Plaque for Past Board members

- Plaque should arrive by next Board Meeting.

D. Unclaimed Remains

- Staff directed to contact County about contract for cremated remains.

7. New Business - Board Discussion & Possible Action Items

A. Consent Calendar

- i. Approval of Board Minutes of August 14, 2024
- ii. Approval of Claims.

- Motion to accept the consent calendar, as Presented. Moved by Trustee Flood 2nd by Trustee Neufeld. Approved 4/0/1
- B. Investment Accounts

- Motion to create a resolution to move Endowment Funds and PreNeed Funds from the County to STIFEL Moved by Trustee Flood 2nd by Trustee Neufeld. Approved 4/0/1.

C. Review of Rules & Regulations

- Motion to Approve the Rules & Regulations as modified. Moved by Trustee Neufeld 2nd by Trustee Clouse. Approved 4/0/1

8. Trustees Discussions, Questions, & Comments

- Nothing to report

9. Adjournment

- Chairman Schroeder adjourned the meeting at 10:00am.
Approved as X read corrected.
Prepared by: Mysti Lingenfelter Board Clerk.