

**SELMA CEMETERY DISTRICT
RECORD OF THE BOARD OF TRUSTEES
Regular meeting
Thursday April 22, 2021 Consent Agenda1**

1. Call to Order: 4:30 pm

- 2. Roll Call:** Chair: Robert Allen - Present
Vice-Chair: Una Tristan - Present
Trustee: Ron Baker - Present
Trustee: Alan Langstraat - Present
Trustee: Alfonso Caro - Present

Staff Present: General Manager: Sandi Miller - Present

Date of Next Board Meeting: **The next meeting will be Thursday May 28, 2021.**

Public Comment: Members of the general public may address the Board of Trustees on any item on the agenda.

Administrative Assistant Sarai Ramirez, Mayor Scott Robertson and wife Rose Robertson. They asked about the new property and things about the grounds. Chairman Robert Allen and GM Sandi Miller Responded to their questions.

CONSENT AGENDA:

1. Minutes: of the Thursday March 25, 2021 Regular Meeting of the Board of Trustees
2. Disbursements: 03/01/2021 through 03/31/2021

Motion to accept the Consent Agenda as presented by Trustee Ron Baker, Second by Trustee Alan Langstraat. Vote: - - Trustee Ron Baker - AYE, - Trustee Alan Langstraat - AYE Trustee Alfonso Caro- AYE. Chair Robert Allen - AYE. Vice-Chair Una Tristan - AYE Motion carried.

OLD BUSINESS: discussion/Action:

1. **Asphalt:** The roads are completed; I did not know that we would be unable to run water until Friday 4/9/21 around 3:30p.m. *This was a huge learning project for me. I think the cemeteries look so much better. It would have been nice to know we would not be able to run water after. Floral and the North are finished, and the West cemetery should have been*

finished today. I have one small area at the North cemetery that needs to have some work done on it.

- 2. Dump Truck:** We picked up the new dump truck on Thursday 4/15. The staff is very happy to have it, our old one has broken down twice since we ordered this one. *We have purchased runners for getting into the truck, it was a little too high for most of the staff. We also purchased floor mats and seat covers. It is very interesting to operate, so much better than the old one. Feel free to come during working hours to see it and how it operates. I do have a video if you want to see it.*

NEW BUSINESS: Discussion/Action:

- 1. Manager's report:** Sandi Miller-General Manager: Report attached
Burials as of 07/01/2020 – 03/31/2021: 193 *As of 4/22/21 203*
Covid Burials as of 01/01/2021 – 02/28/2021: 57 (3 March)
Pre-need Contracts: 20
Pre-needs Paid in Full/ New Burial plot: 103.

- Burials: On normal years I budget for 175 burials, we usually hit between 160-175. With two and half months to go we are well above the average. I do not expect the following years to be this busy. We have already dropped into the single digits in the month of March which is our lowest month so far.
- Income: While doing the quarterly reports, I checked Jan1 -March31-2020 compared to Jan 1 -March 31, 2021. In 2020 \$94,934.00 this year the income is \$194,616.46. Just in the first 3 month of the calendar year, we buried 69 loved ones and 39% of our budgeted number of burials. We set 139 new headstones, which is also above our normal average.
- Edger's: We did get 2 applications, interviewed, and hired them both. They started on Monday the 19th.
- FEMA Burial Assistance: FEMA has a program that will pay families of covid losses up to 4 family members and a total of \$35,000. / \$9,000 per loved one. We have been very busy finding receipts and making copies for the families. The state also has a bill working its way through the systems that will pay up to \$5,000 for covid burials. This one is designed for low-income households. We have the

documentation in the office for those who need the qualifications and contact information.

2. CLOSED SESSION: Personnel Issues per Health and Safety code: 54957b (1)

Reportable Action: No reportable action

3. Trustees' reports: Trustee: **Robert Allen** – Talked about adding more Niches somewhere in the cemetery. Something to discuss soon.

Trustee: **Alfonso Caro**- Asked if we had found a sign yet, Admin. Assistant Sarai Ramirez reported that she had found one that the letters would need to be changed on the sign by hand. But that it really was not what we were looking for.

Trustee: **Ron Baker** – Went to see where the main line to the pump had broken, it's going to happen again due to poor engineering. GM Sandi Miller said that if she had seen this prior to them finishing, she would have changed the way it was set up, and that when it goes down again, she will have them fix it the correct way.

Trustee: **Alan Langstraat** – Asked about the bushes that are to go under the sign at the West Cemetery, GM Sandi Miller responded yes, they will be places when we have time to run water to them.

Trustee: **Una Tristan**- Nothing at this time.

4. Adjournment: 5:28pm

Respectfully submitted.



Sandi Miller

General Manager-recording secretary



Robert Allen - Chairman of the Board

