

**SELMA CEMETERY DISTRICT
RECORD OF THE BOARD OF TRUSTEES**

Regular meeting

**Thursday June 25, 2020 Consent Agenda 1
4:30p.m.**

1. Call to Order: 4:30p.m.

2. Roll Call: Chair: Robert Allen - Vacation
 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 July 23, 2020 at 4:30pm.

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

No members of the public at this meeting

CONSENT AGENDA:

1. Minutes: of the Thursday May 28, 2020 Regular Meeting of the Board of Trustees
2. Disbursements: 5/01/2020 through 5/31/2020

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

OLD BUSINESS: discussion/Action:

1. **Old iPads:** If you have not turned in your iPad please bring it to the meeting so that I can get them to Joey @ Leon's Computers to clear. *I spoke to Joey and he didn't think the school could use them I haven't heard from Teresa Wood as of yet.*
2. **Preliminary Budget:** Attached is the projected budget for FY 2020/2021. I am still waiting for the estimate for the repair of the black top. *It is looking like this year will end very well. We had to make a small draw during the first part of the lock down but have made up for it and*

should be able to repay it. As I said at the May meeting all the staff other than the Office assistant will be getting a 2%/ Step raise. Office Assistant will be getting 4%/2steps. I do not have the estimates for the gates or road repairs. But have budgeted a fair amount for it and the funds will be coming from the Endowment Care Interest account and do not affect the other numbers of the budget. I will submit the estimates to the board before moving forward on these two items.

Motion to approve the 20/21 budget as presented, GM Sandi Miller to bring estimates for repairs to board prior to approving them. by Trustee Ron Baker, Second by Trustee Alfonso Caro. Vote: - - Trustee Ron Baker - AYE-, - Vice-Chair Una Tristan AYE- Trustee Alan Langstraat - AYE Trustee Alfonso Caro- AYE. Chair Robert Allen - Vacation. Motion carried.

- 3. Gates for Floral: Still waiting for the estimate for gates at Floral.** *I have called Danny but have not gotten an answer. I do not know how long it will take for him to make the gates but will I am hoping before the 3rd so that we can do more than barricades.*

NEW BUSINESS: Discussion/Action:

- 1. Brown Act Class:** Please see attached information about a Zoom class for the Brown Act. This class is for Trustee's and managers. It also helps us when we are up for renewals. If you are interested, please let me know so I can register you. *Classes like this give us more points when it comes to the RAMP program, which in turn mean more money back to us. So, if you have time to do this online please let me know and sign up and take the class. Please let me know if you are interested in attending the online class.*
- 2. Controller Signature sheet:** Every year we sign this sheet. It is so that the Special Accounting department knows who can pick up blank checks and signed checks from them. *We only get check stock once a year, and usually just 2 checks in case I make a mistake. Please sign by your name, some will need to sign in 2 locations. **Board members signed the sheet.***
- 3. 2020 Local Agency Biennial Notice/ Conflict of interest:** This is another annual County report, we had no changes this year, but we still need a vote to approve and Chairman to sign. *There were no changes in the board or managers, so our COI is fine.*

4. Manager's report: Sandi Miller-General Manager: Report attached Burials as of 5/01/2020 – 5/31/2020 - 152

Pre-need Contracts: 10

Pre-needs Paid: 65

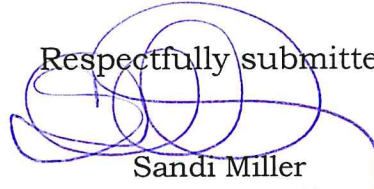
- 6/8/2020 Someone over the weekend, stole all the flags that Henry had out to make where he had set gopher traps. We do not know if they got the traps along with the flags or just the flags. *We have lost not only the flags but the traps as well, this has never happened before, and so Henry had not tracked where he set the traps. We lost more than half of the traps in the process, Henry is now keeping track not only with the flags but also the closest grave and row.*
- Attempted Break in: On 6/15/2020 someone tried to break into the shop after hours. Nothing was taken and they did not get in. *Jesse came in to inform me that someone tried to break into the sliding door on the North side of the shop. They cut the lock and slid the door open only to run into a wall of boards. They also left their crowbar behind. Jesse went to get some long screws to secure the door. We did not catch them on camera, because that are ais the only blind area at the shop.*
- Bethel house repairs: All the repairs have been completed and, I checked with Char the family has no complaints about the repairs or the companies used. *The stove did take a little bit, they had to order the parts.*
- 3rd of July: The city will not be doing a regular fireworks show. However, they are going to be doing an aerial show. *People will not be allowed into the high school and they are hoping they watch from their homes. I have a feeling they are going to load up the cemetery. I will be watching as closely as I can. I will not be coming to the cemetery, with all the problems going on I am not going to come down and try to get people to leave on my own. It is my plan to put up barricades and speak to the chief of Police to see if they will help.*
- Gator Funds: The reimbursement for the Gators came in, they refunded us the full \$60,000. *The actual amount was \$60,489.36. They have been contacting me to see if we would like to apply for a car as well. I may investigate this now that we have received our funds back. I will keep you updated if I do.*
- GSRMA RAMP Program: This is the program I send the information in about our claims and training. Our refund this year is \$1,321.55. *The*

information that is required takes very little time to compile and report, so the dollar amount is well worth the time it takes to report this information.

- 5. Trustees' reports:** Trustee: **Robert Allen - Vacation**
Trustee: **Alfonso Caro - Nothing**
Trustee: **Ron Baker - Nothing**
Trustee: **Alan Langstraat - Talked about his son-in-law applying for the position of the 5th grounds man.**
Trustee: **Una Tristan - Nothing**

6. Adjournment:

Respectfully submitted



Sandi Miller

General Manager-recording secretary



Robert Allen - Chairman of the Board