



Meeting Minutes 01-10-2024 – Page #1 of 2

1. Meeting was called to order at 5:48 p.m.
2. Roll call of the Board of Trustees - Present: Scott Davis, David Schmidl, Stephanie Allan
Absent: Debbie Charlesworth & Cindy Wingfield.
3. Pledge of Allegiance led by David
4. Public comment on any agenda item, Open or Closed – None
5. Consent Calendar
 - A. December 13, 2023 meeting minutes
 - B. December monthly claimsA motion was made by David and a second by Stephanie approving the consent calendar. By a unanimous vote, the motion was approved.
6. Office Managers Monthly Report:
 - i. Burials for December = 3 // 2 Full // 1 Ash. Sold 2 PN and used 2 PN transferring \$2,863 to general fund. Total deposit for Dec \$4,419.87 // PN = \$809.58// Endow = \$400 // General = \$3,210.29 – A/R as of 12/31/23 \$27,413.18 – Major purchases: Replaced batteries on both mules and the battery for the fuel tank pump. Vault and Liner purchase is coming.
 - ii. Incidents/Safety Report – Laurie made an error on burial paperwork. Mistake was caught and no issues came of it. We have implemented an additional printout to include burial paperwork to prevent any future mistakes. A recent burial got out of control. Laurie was forced to address the crowd which was not received very well. The boys ended up having to stay a few minutes late.
 - iii. Correspondence – Condolences to our Trustee who lost their father and is unable to attend tonight’s meeting. GSRMA Insurance Rep spoke to staff about the benefits & resources of their health, dental & vision coverage. Wreaths Across America, was a success. Lions Club purchased more wreaths as we still had some missing. All wreaths were all picked up the 1st Friday in Jan. County ended up being closed from December 22 – Jan 2 making all payables and JE behind. Laurie met with Jing from the county to go over payroll reconciliation. Berg filed annual taxes and is working on W2’s and so is the county. 2023 employees will have two W2’s. All vacation, comp and sick time was reset at the beginning of the year. Unused vacation was rolled over, unused sickness and comp time was lost.
 - iv. Grounds Report – Mower 2 went down, parts ordered. The water is off, mowing has slowed down, all pad work is completed, reused 5-gallon buckets, and filled with cement to make weights for the tents during storms. The weights were painted. We had some brush dumped on our property from the neighboring property. We have put in additional T-post to prevent trespassing.



Meeting Minutes 01-10-2024 – Page #2 of 2

7. Board Discussion & Possible Action Items:
 - A. Stephanie made a motion to approve the 22-23 Audit corrective action plan as presented. David gave a 2nd. All yes, motion passed.
 - B. CalPERS 115 Trust – Laurie presented information from CalPERS regarding the 115 trusts. – No action was taken
8. Closed Session – N/A
9. Trustee Comments & Discussion – Stephanie wanted to make sure condolences were sent to Debbie from the District. Scott requested we move the Feb meeting up to the 7th @ 5pm.
10. Adjournment – David motioned to adjourn the meeting at 6:05pm, a 2nd from Stephanie. Meeting adjourned.

The next meeting is scheduled for Wednesday February 7th, 2024, at 5:00pm