

MINUTES
SAN JACINTO VALLEY CEMETERY DISTRICT
July 18, 2023

I. CALL TO ORDER:

Emily Quast, Chair called the meeting to order at 10:31 A.M.

ROLL CALL:

Emily Quast, Chair-Present
Ben Cheeseman, Vice-Chair-Present
Myrna Rohr, Trustee-Absent
Linda Skipworth, Trustee-Present
Rod Tolliver, Trustee-Present
Carol A. Griese, Board Secretary/Manager-Present
Mary Alejo, Assistant General Manager-Present

II. REVIEW OF AGENDA:

III. PUBLIC INPUT:

IV. MINUTES, EXPENSES, FINANCIAL REPORT:

(The following all passed with a unanimous vote unless otherwise indicated)

- A. A motion was made by Linda Skipworth and seconded by Ben Cheeseman to approve the June 13, 2023 minutes.
- B. A motion was made by Ben Cheeseman and seconded by Linda Skipworth to accept the financial statement and check register for June 2023.
- C. An overview of the Stifel Investments was given to the board for June 2023. No Action taken.

V. MANAGER'S REPORT:

- A. There was a discussion on lot sales and services for the current period.
- B. A list of monthly misc. activities and updates were given to the Board of Trustees. A full list of all items discussed is on file in the SJVCD office.

VI. ADMINISTRATIVE ACTION/INFORMATION:

- A. June Interment Rights were signed.

VII. NEW BUSINESS, QUESTIONS, SUGGESTIONS:

- A. A motion was made by Rod Tolliver and seconded by Ben Cheeseman to approve the SJVCD 2023-2024 annual budget as presented.
- B. A motion was made by Ben Cheeseman and seconded by Linda Skipworth to increase the CAPC 2024 Management fees by 7 1/2 percent. The 2024 contract fee will be \$56,438.00.
- C. A motion was made by Rod Tolliver and seconded by Ben Cheeseman to approve the CAPC Management Contract fees for 2025-2027 at \$60,000.00 per year. This amount will be reviewed annually.
- D. A motion was made by Linda Skipworth and seconded by Ben Cheeseman to nominate Karen O'Neil for a CAPC Honorary Membership.

Meeting was adjourned at 11:08 A.M.