

**MINUTES**  
**SAN JACINTO VALLEY CEMETERY DISTRICT**  
**May 12, 2020**

**I. CALL TO ORDER:**

Ben Cheeseman, Chair, called the meeting to order at 10:40 A.M.

**ROLL CALL:**

Ben Cheeseman, Chair-Present  
Emily McDonough, Vice-Chair-Present  
Myrna Rohr, Trustee-Present  
Linda Skipworth, Trustee-Present  
Rod Tolliver, Trustee-Absent  
Carol A. Griese, Board Secretary/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 Myrna Rohr to approve the March 10, 2020 minutes.
- B. A motion was made by Myrna Rohr and seconded by Emily McDonough to accept the financial statement and check register for March 2020.
- C. A motion was made by Myrna Rohr and seconded by Linda Skipworth to accept the financial statement and check register for April 2020.
- D. An overview of the Stifel Investments was given to the board for March and April 2020. A motion was made by Linda Skipworth and seconded by Myrna Rohr to approve the purchase of a \$100,000.00 New Orleans Muni Bond from the Stifel Pre-Need account.

**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. March and April Interment Rights were signed.

**VII. NEW BUSINESS, QUESTIONS, SUGGESTIONS:**

- A. A motion was made by Emily McDonough and seconded by Linda Skipworth to approve the bid from Roadway Engineering for the price of \$1,037,182.50 for the New construction of T3 & T4.
- B. There was a discussion about the 2020-2021 pre-lim budget that will be finalized and given to the board at the July 2020 board meeting.
- C. A motion was made by Myrna Rohr and seconded by Emily McDonough to approve Spafford & Landry to perform the SJVCD's 2019-2020 audit.
- D. A motion was made by Linda Skipworth and seconded by Emily McDonough to approve that the SJVCD will no longer allow witnessing of burials.
- E. A motion was made by Emily McDonough and seconded by Myrna Rohr to increase the Lots and Endowment Care prices as presented, effective July 1, 2020.

- F. A motion was made by Myrna Rohr and seconded by Linda Skipworth to close in the driveway between GLM & GLK for burial sites.
- G. A motion was made by Myrna Rohr and seconded by Emily McDonough to increase the CAPC Management Contract amount to \$52,500.00 for the 2022-2024 period.
- H. A motion was made by Linda Skipworth and seconded by Myrna Rohr to approve the SJVCD to hire 333 Security company for nightly patrols once all insurance certificates are in place.
- I. A motion was made by Emily McDonough and seconded by Myrna Rohr to approve the 2020-2021 Workers Compensation and General Liability renewals as presented.
- J. At 11:50 A.M. the Board of Directors went into close session along with the SJVCD Foreman, Sergio Mendoza to discuss a new Assistant Foreman for the cemetery. They came out of closed session at 12:10 P.M. and announced they had discussed their options and that Danny Griese would be the new Assistant Foreman under Sergio Mendoza.

Meeting was adjourned at 12:10 P.M.