

MINUTES
SAN JACINTO VALLEY CEMETERY DISTRICT
April 21, 2022

I. CALL TO ORDER:

Emily Quast, Chair called the meeting to order at 10:45 A.M.

ROLL CALL:

Emily Quast, Chair-Present
Ben Cheeseman, Vice-Chair-Present
Myrna Rohr, Trustee-Absent
Linda Skipworth, Trustee-Present
Rod Tolliver, Trustee-Absent
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 March 15, 2022 minutes.
- B. A motion was made by Ben Cheeseman and seconded by Linda Skipworth to accept the financial statement and check register for March 2022.
- C. An overview of the Stifel Investments was given to the board for March 2022. A motion was made by Linda Skipworth and seconded by Ben Cheeseman to purchase a Capitol One CD for \$100,000.00 in the Endowment Principal account that yields 2.850% and matures 4/27/2026.

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 Interment Rights were signed.

VII. NEW BUSINESS, QUESTIONS, SUGGESTIONS:

- A. There was a discussion in regards to the Street lights on Santa Fe and Midway Ave. SJVCD is looking into turning them into Solar Lights and a full report will be given to the board once all of the information is gathered.
- B. The Employee Salary & Benefit Chart was finalized and a motion was made by Linda Skipworth and seconded by Ben Cheeseman to approve it.
- C. Linda Skipworth gave a recap of the CAPC Annual Conference that was held in March 2022, in Seaside, CA.
- D. A motion was made by Ben Cheeseman and seconded by Linda Skipworth to accept the proposal from Spafford & Landry to perform the 2021-2022 Annual Audit.

- E. A motion was made by Linda Skipworth and seconded by Ben Cheeseman to approve the SJVCD to change from using the Robert's Rules of Order to the Rosenberg's Rules of Order for the cemetery business.
- F. The board went into closed session 11:40 A.M. and came out of closed session at 11:45 A.M. There was a discussion in open meeting in regards to the 2.4 acres of property for sale near the cemetery and no action was taken at this time.

Meeting was adjourned at 11:47 A.M.