

MINUTES
SAN JACINTO VALLEY CEMETERY DISTRICT
August 15, 2012

I. CALL TO ORDER:

Myrna Rohr, Chair called the meeting to order at 1:32 P.M.

ROLL CALL:

Myrna Rohr, Chair-Present
Dolly Chambers, Vice Chair-Present
Marc A. Divine, Trustee-Present
Ben Cheeseman, Trustee-Present
Richard Hixson, Trustee-Present
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)

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| A. | A motion was made by Ben Cheeseman and seconded by Marc Divine to approve the July 18, 2012 minutes. | Action |
| B. | A motion was made by Marc Divine and seconded by Richard Hixson to accept the financial statement and check register for July 2012. | Action |
| C. | An overview of the Wells Fargo Investments was given by Ben Cheeseman. No action was taken. | No Action |

V. MANAGERS REPORT

- A. There was a discussion on lots 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:

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| A. | July deeds were signed. | Action |
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VII. NEW BUSINESS, QUESTIONS, SUGGESTIONS:

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| A. | The Disciplinary Procedures and Termination Policy was tabled until the September 19, 2012 board meeting. Further review of the policy was needed. | Tabled |
| B. | A motion was made by Ben Cheeseman and seconded by Dolly Chambers to appoint Carol Griese as Treasurer to the SJVCD Board. | Action |

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| C. | A motion was made by Marc Divine and seconded by Ben Cheeseman to approve the job description that was presented for the Administrative Assistant/Bookkeeper position that we are hiring for. | Action |
| D. | There was a discussion on developing a Veteran's Wall. This item will continue to be reviewed on future agendas once more information is obtained. | Discussion |
| E. | There was a discussion on developing a Re-dispensary for cremations. this item will continue to be reviewed on future agendas once more information is obtained. | Discussions |

Meeting was adjourned at 3:00 PM

Next meeting will be September 19, 2012