

**MINUTES**  
**SAN JACINTO VALLEY CEMETERY DISTRICT**  
**December 20, 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-Present  
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 Myrna Rohr to approve the November 16, 2022 minutes.
- B. A motion was made by Rod Tolliver and seconded by Ben Cheeseman to accept the financial statement and check register for November 2022.
- C. An overview of the Stifel Investments was given to the board for November 2022.  
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. November Interment Rights were signed.

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

- A. A motion was made by Ben Cheeseman and seconded by Linda Skipworth to approve the SJVCD to provide the Trustees with their own cemetery email for all district correspondence.
- B. A motion was made by Myrna Rohr and seconded by Rod Tolliver to approve the SJVCD Investment Policy as presented.
- C. A motion was made by Myrna Rohr and seconded by Linda Skipworth to keep the Investment Committee as is with Ben Cheeseman, Rod Tolliver and Carol Griese on the committee.
- D. A motion was made by Myrna Rohr and seconded by Rod Tolliver to keep the Chair and Vice-Chair for 2023 the same as it was for 2022 with Emily Quast as Chair and Ben Cheeseman as Vice-Chair.
- E. A motion was made by Myrna Rohr and seconded by Rod Tolliver to nominate Mark Velasquez for a CAPC Honorary Memberships.

Meeting was adjourned at 11:08 A.M.