

**MINUTES**  
**SAN JACINTO VALLEY CEMETERY DISTRICT**  
**April 19, 2017**

**I. CALL TO ORDER:**

Myrna Rohr, Chair, called the meeting to order at 3:20 P.M.

**ROLL CALL:**

Myrna Rohr, Chair-Present  
Ben Cheeseman, Vice-Chair-Absent  
Richard Hixson, Trustee-Present  
Doug Marshall, Trustee-Present  
Emily McDonough, 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 Richard Hixson and seconded by Doug Marshall to approve the March 15, 2017 minutes.
- B. A motion was made by Doug Marshall and seconded by Richard Hixson to accept the financial statement and check register for March 2017.
- C. An overview of the Wells Fargo Investments was given to the board. A motion was made by Doug Marshall and seconded by Richard Hixson to invest \$50,000.00 of the Pre-Need funds in an FHLMC Gov. Bond and \$50,000 of the Endowment Care Interest Account in an FFCB Gov. Agency Bond.
- D. There was a discussion on lot sales and services for the current period.
- E. 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.

**V. ADMINISTRATIVE ACTION/INFORMATION:**

- A. March deeds were signed.

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

- A. There was a discussion on the 2017-2018 preliminary budget that was presented to the Board of Trustees by the General Manager. Calculated into the 2017-2018 budget figures are funds for the office assistant position to be a full time position and the new maintenance position for a mechanic/maintenance help to be a part-time/full-time flexible position. The board was in favor of the prelim budget, final budget will presented to the board for approval at the July 2017 meeting.
- B. A motion was made by Doug Marshall and seconded by Richard Hixson to approve the 2018 CAPC contract amount to remain at \$47,000.00 for 2018.

- C. A motion was made by Richard Hixson and seconded by Doug Marshall to approve the San Jacinto Valley Cemetery District to request from California Association of Public Cemeteries the opportunity to manage (CAPC) for the 2019-2021 periods with the new contract fee of \$49,350.00.

Meeting was adjourned at 4:15 P.M.

Next Board Meeting: May 10, 2017