

**MINUTES**  
**SAN JACINTO VALLEY CEMETERY DISTRICT**  
**November 18, 2015**

**I. CALL TO ORDER:**

Carol Griese, Secretary, called the meeting to order at 3:15 P.M.

**ROLL CALL:**

Myrna Rohr, Chair-Entered the meeting at 3:30 P.M.

Ben Cheeseman, Vice-Chair-Absent

Richard Hixson, Trustee-Present

Doug Marshall, Trustee-Present

Emily McDonough, 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)

- A. A motion was made by Doug Marshall and seconded by Emily McDonough to approve the October 21, 2015 minutes.
- B. A motion was made by Richard Hixson and seconded by Doug Marshall to accept the financial statement and check register for October 2015.
- C. An overview of the Wells Fargo Investments was given. No action taken

**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:**

- A. October deeds were signed.

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

- A. A motion was made by Richard Hixson and seconded by Doug Marshall to approve a 2% pay increase for all employees for 2016. This will start with the January 2016 pay period.
- B. There was a discussion and review of the CAPC Management income and expenditures for 2015 and the projection for 2016.
- C. A motion was made by Doug Marshall and seconded by Richard Hixson to elect Myrna Rohr as Chair and Ben Cheeseman as Vice Chair for 2016.
- D. The board went into closed session at 4:00 and came out of closed session at 4:30. This item was tabled until December 16, 2015 at the next regular board meeting for further discussion.

Meeting was adjourned at 4.35 P.M.

Next Board Meeting: December 16, 2015