

**MINUTES**  
**SAN JACINTO VALLEY CEMETERY DISTRICT**  
**November 30, 2016**

**I. CALL TO ORDER:**

Ben Cheeseman, Chair, called the meeting to order at 3:15 P.M.

**ROLL CALL:**

Myrna Rohr, Chair-Present  
Ben Cheeseman, Vice-Chair-Present  
Richard Hixson, Trustee-Present  
Doug Marshall, Trustee-Present  
Emily McDonough, Trustee-Present  
Carol A. Griese, Board Secretary/Manager-Present

**II. REVIEW OF AGENDA:**

- A. Item VII,# E, was added to the agenda. Transfer of \$31,861.10 from the SJVCD Wells Fargo account to the cemetery operating bank account for accounts payable.

**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 Ben Cheeseman and seconded by Richard Hixson to approve the October 19, 2016 minutes.
- B. A motion was made by Emily McDonough and seconded by Richard Hixson to accept the financial statement and check register for October 2016.
- C. An overview of the Wells Fargo Investments was given to the board. No action taken.
- D. There was a discussion on lots 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. October deeds were signed.

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

- A. Darlene Valdez of Cox, Valdez & Silbermann was unable to attend the Board meeting, so Carol Griese reviewed the Annual Audit with the Board of Trustees.
- B. There was a review and discussion of the CAPC Management income and Expenditures for 2016.
- C. There was an election of officers for the 2017 calendar year. A motion was made by Emily McDonough and seconded by Doug Marshall to keep the Myrna Rohr as the Chair and Ben Cheeseman as the Vice-Chair for 2017.
- D. The Board of Trustees went into closed session at 3:25 and came out of Closed session at 3:50. Carol Griese, Executive Director for CAPC will receive a \$1,500.00 bonus for the 2016 CAPC operation.

- E. A motion was made by Ben Cheeseman and seconded by Doug Marshall to transfer \$30,000.00 from the Wells Fargo Endowment Interest Account and \$1,861.10 from Wells Fargo ACO account, into the Bank of Hemet checking account.

Meeting was adjourned at 4:00 P.M.

Next Board Meeting: December 21, 2016