

**MINUTES**  
**SAN JACINTO VALLEY CEMETERY DISTRICT**  
**October 18, 2022**

**I. CALL TO ORDER:**

Emily Quast, Chair called the meeting to order at 10:30 A.M.

**ROLL CALL:**

Emily Quast, Chair-Present  
Ben Cheeseman, Vice-Chair-Present  
Myrna Rohr, Trustee-Present  
Linda Skipworth, Trustee-Present  
Rod Tolliver, Trustee-Absent  
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 Ben Cheeseman and seconded by Linda Skipworth to approve the September 20, 2022 minutes.
- B. A motion was made by Linda Skipworth and seconded by Myrna Rohr to accept the financial statement and check register for September 2022.
- C. An overview of the Stifel Investments was given to the board for September 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. September Interment Rights were signed.

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

- A. A motion was made by Myrna Rohr and seconded by Linda Skipworth to re-invest \$200,000.00 in the Endowment Care Principal account at Stifel Investments Inc. with a US Treasury Note that yields 4.25% and matures 9/30/2024. The motion also approved the purchase of a \$25,000.00 Morgan Stanley CD that yields 4.550% and matures 10/24/2024 in the Pre-Need account. Ben Cheeseman abstained from the vote.
- B. A motion was made by Myrna Rohr and seconded by Linda Skipworth to approve the withdrawal of \$50,000 from the Riverside County General Fund to the SJVCD Bank of Hemet Checking Account. The entire amount will be paid on the SJVCD's Bank of Hemet Loan. Ben Cheeseman abstained from the vote.

- C. A motion was made by Linda Skipworth and seconded by Myrna Rohr to approve a 5% COLA increase for all SJVCD employees effective for their October 2022 pay. The board also requested that this item be placed on the agenda in six month for further review.
- D. A motion was made by Myrna Rohr and seconded by Linda Skipworth to approve SJVCD to retain Karen O'Neil from Kirk & Simas Law Firm to represent SJVCD. The cemetery staff will notify Mark Velasquez from Best Best & Krieger that we will no longer need their service.
- E. Linda Skipworth gave an overview on the CAPC Ed/Area meeting that was held in Lake Tahoe, CA October 7<sup>th</sup>-8<sup>th</sup>, 2022. There were a wide variety of topics that she reported on, list of all items are in file at the SJVCD office. Carol Griese emailed the SJVCD Board of Trustees the CAPC critiques so they could see how the conference went and how the SJVCD management of this event went.

Meeting was adjourned at 12.04 P.M.