

MINUTES
SAN JACINTO VALLEY CEMETERY DISTRICT
October 24, 2012

I. CALL TO ORDER:

Myrna Rohr, Chair called the meeting to order at 1:35 P.M.

ROLL CALL:

Myrna Rohr, Chair-Present
Dolly Chambers, Vice Chair-Present
Marc A. Divine, Trustee-Absent
Ben Cheeseman, Trustee-Present
Richard Hixson, 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)

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| A. | A motion was made by Dolly Chambers and seconded by Richard Hixson to approve the September 19, 2012 minutes. | Action |
| B. | A motion was made by Dolly Chambers and seconded by Richard Hixson to accept the financial statement and check register for September 2012. | Action |
| C. | An overview of the Wells Fargo Investments was given by Ben Cheeseman. | No Action |

V. MANAGERS REPORT

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| 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:

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| A. | September deeds were signed. | Action |
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VII. NEW BUSINESS, QUESTIONS, SUGGESTIONS:

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| A. | The 2011-2012 audit was presented to the board of Trustees by Darlene Valdez of Cox, Valdez and Silbermann. | Information |
| B. | The San Jacinto Valley Cemetery Board of Trustees were informed that the CAPC Board of Directors have approved the purchase of a copier for all CAPC printing. The printer will be delivered in Dec. 2012 prior to January 1, 2013. | Information |

- C. A motion was made by Ben Cheeseman and seconded by Richard Hixson to approve the starting wage for the new Admin. Assistant/bookkeeper to be set at \$13.50 per hour with an evaluation set after the 90 day probation period. Action
- D. A motion was made by Dolly Chambers and seconded by Richard Hixson to increase the contract with Armed Response from three patrols per night to five patrols per night. Action
- E. A report was given by Carol Griese in regards to the CSDA conference that she attended in San Diego September 2012. Information
- F. A report was given by Carol Griese and Myrna Rohr in regards to the CAPC Education/Area meeting in So. Lake Tahoe. Information

Meeting was adjourned at 3:00 PM

Next meeting will be November 28, 2012