

# ***West Side Cemetery District***

## **MEETING**

### **BOARD OF TRUSTEES**

District Office Board Room

440 E. Cedar Street, Taft, CA. 93268

Phone (661)765-4505 Fax (661)765-6335 westsidecemetery.com

### **AGENDA**

7:00 p.m.

**October 17, 2017**

#### **CALL TO ORDER:**

#### **PLEDGE OF ALLEGIANCE:**

#### **INVOCATION:**

**ROLL CALL:** SUMMERS, JORDAN, MONTGOMERY, BLACK, MELTON

**PUBLIC COMMENT:** (5 min. time limit)

#### **CORRESPONDENCE:**

**ANNOUNCEMENTS:** John Blomberg auditor, will start the annual audit on 10/25-26

**APPROVAL OF MINUTES:** September 19, 2017

**APPROVAL OF FINANCIAL STATEMENTS:** September, 2017

\*Balance Sheet

\*Profit & Loss YTD Comparison

\*Profit & Loss Budget vs. Actual

\* Wells Fargo Advisors, LLC Investment Accounts

**APPROVAL OF MONTHLY CASH DISBURSEMENTS:** September, 2017

\* Transaction Detailed by Account (General)

\*Transaction Detailed by Account (Payroll)

#### **MANAGER'S REPORT:**

The District performed 10 services in September and has performed 31 services for the fiscal year compared with 34 services at the same time last year. Manager and Board Members Montgomery and Summers attended the CSDA Annual conference in Monterey on the 25-28. Manager attended the CAPC Education Seminar in Sacramento on October 6-7. Manager did

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**Staff:** \*Joel Bauer-Manager \*Joyce Blue-Office Manager

Speaking engagement for the Taft Chamber of Commerce. District hosted two other cemeteries on 10/13/17 and Office Manager helped them to better understand the cemsites program and continues fine tuning the mapping program. Grounds Crew has been busy cleaning up after wind storms, installing two of the premium grave sites, several funerals, and maintaining the cemetery, and day-to-day operations.

### **AGENDA ITEMS:**

#### **Current Business:**

1. Request Board members and Manager who attended the Annual Conference in Monterey to give report. Discussion and Action.
2. Report from Manager from Education Seminar in Sacramento. Discussion and Action.
3. Possible meeting with all entities regarding the recycled water (purple pipe) project. Discussion and Action.
4. Employee health insurance, open enrollment. Discussion and Action.
5. Progress on revenue options. Two of the six premium grave site tree wells have been installed. Discussion and Action.

#### **Unfinished Business:**

1. Facebook 10/20/16
2. Employee health insurance 06/20/16
3. Cemetery policy procedures 09/21/15
4. Progress on different types of revenue options 06/21/16
5. Cemsites Burial Program Mapping 10/20/15
6. Purple pipe recycled water

### **BOARD MEMBER INPUT:**

This Portion of the meeting is reserved for Trustees to present information, announcements, or other items that have come to their attention. A Board member may request that an item be placed on the agenda for consideration at a future meeting or refer an item to the District Manager for a formal report. The Board will take no formal action.

### **MEETING ADJOURNED:**

**THE NEXT MEETING WILL BE HELD:** November 21, 2017

# Notes

1. Talked to supervisor Couch's office regarding Cedar St. Lake.
2. Talked to the Jeff with Lynn Co regarding time periods for deductible on insurance. It goes from Jan 1 to Dec 31. Calendar year.
3. Fire extinguisher recharge and check
4. Nonresident fee.

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