

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.

August 21, 2018

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

INVOCATION:

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

PUBLIC COMMENT: (5 min. time limit)

CORRESPONDENCE:

ANNOUNCEMENTS: Manager has been re-elected to the CSDA Board

APPROVAL OF MINUTES: July 17, 2018

APPROVAL OF FINANCIAL STATEMENTS: July, 2018

*Balance Sheet

*Profit & Loss YTD Comparison

*Profit & Loss Budget vs. Actual

* Wells Fargo Advisors, LLC Investment Accounts

APPROVAL OF MONTHLY CASH DISBURSEMENTS: July, 2018

* Transaction Detailed by Account (General)

*Transaction Detailed by Account (Payroll)

MANAGER'S REPORT:

The District performed 8 services in July for a total of 8 services for the fiscal year compared with 10 services at the same time last year. Manager was able to take one week of vacation. Manager took care of the credit card issue with Bank of America. Manager continues working on the process of up-dating and

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

rewriting the WSCD Employee and Policy Manual. Office Manager continues fine tuning the mapping program, and taking some vacation time. District Foreman has taken some vacation time. Grounds Crew has been taking care of services, maintaining the cemetery, and day-to-day operations.

AGENDA ITEMS:

Current Business:

1. Discussion regarding employee salaries and comparisons. Discussion and Action

Unfinished Business:

1. Facebook ongoing 10/20/16
2. Cemetery policy procedures in progress 09/21/2015
3. Progress on different types of revenue options on-going 06/21/16
4. Cemsites Burial Program Mapping ongoing 7/23/2013
5. Midway Cemetery easement and boundaries. 10//15/2015

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: September 18, 2018

Notes

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