

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.

June 19, 2018

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

INVOCATION:

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

PUBLIC COMMENT: (5 min. time limit)

CORRESPONDENCE:

ANNOUNCEMENTS:

APPROVAL OF MINUTES: May 15, 2018

APPROVAL OF FINANCIAL STATEMENTS: May, 2018

*Balance Sheet

*Profit & Loss YTD Comparison

*Profit & Loss Budget vs. Actual

* Wells Fargo Advisors, LLC Investment Accounts

APPROVAL OF MONTHLY CASH DISBURSEMENTS: May, 2018

* Transaction Detailed by Account (General)

*Transaction Detailed by Account (Payroll)

MANAGER'S REPORT:

The District performed 10 services in May for a total of 115 services for the fiscal year compared with 117 services at the same time last year. Manager has prepared the 2018/2019 budget for adoption. Manager and Staff completed a successful Memorial Day Event. Manager continues working on the process of up-dating and rewriting the WSCD Employee and Policy

The Boardroom of West Side Cemetery District is accessible to persons with disabilities. Disabled individuals who need special assistance to attend or participate in a meeting of the Board of Trustees may request assistance by contacting the District at 440 E. Cedar St Taft, CA.93268 or by calling (661) 765-4505. Every effort will be made to reasonably accommodate individuals with disabilities by making material available in alternative formats. Requests for assistance should be made five (5) working days in advance of a meeting whenever possible.

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

Manuel. Office Manager continues fine tuning the mapping program. Grounds Crew has been cleaning up after the Memorial Day Event, services, maintaining the cemetery, and day-to-day operations.

AGENDA ITEMS:

Current Business:

1. District Manager will present proposed preliminary budget for the 2018-2019 fiscal year for adoption. Discussion and Action.
2. Report on successful Memorial Day Event. Discussion and Action.
3. Update the new District web site that was supposed to go live on May 1st. is still a work in progress. Discussion and Action.
4. Request Board open discussion in regards to up-coming employee retirement plans and 401A plan. Discussion and Action.

Unfinished Business:

1. Facebook ongoing 01/16/18
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 (Talked with Colston)
6. Flower Policy and possible changes

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: July 17, 2018

Notes

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