

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 16, 2018

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

INVOCATION:

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

PUBLIC COMMENT: (5 min. time limit)

CORRESPONDENCE:

ANNOUNCEMENTS: KCSDA Meeting Oct. 18, 11:30 am

APPROVAL OF MINUTES: September 18, 2018

APPROVAL OF FINANCIAL STATEMENTS: September, 2018

*Balance Sheet

*Profit & Loss YTD Comparison

*Profit & Loss Budget vs. Actual

* Wells Fargo Advisors, LLC Investment Accounts

APPROVAL OF MONTHLY CASH DISBURSEMENTS: September, 2018

* Transaction Detailed by Account (General)

*Transaction Detailed by Account (Payroll)

MANAGER'S REPORT:

The District performed 5 services in September for a total of 21 services for the fiscal year compared with 31 services at the same time last year. Manager and Trustee Summers attended the CSDA Annual Conference at Indian Wells on September 25-27. and the CAPC Education Conference at So. Lake Tahoe on October 6-7. Manager

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

has completed rewriting the WSCD Employee and Policy Manual update, for Board review. Office Manager continues up-dating mapping program and ironing out issues with new website. Grounds Crew has been taking care of services, preparing new bench site on north side of mausoleum and maintaining the cemetery, and day-to-day operations.

AGENDA ITEMS:

Current Business:

1. Manager and trustee Summers report from CSDA conference on Sep. 24-27 at Indian Wells. Discussion and Action.
2. Manager and Trustee Summers report from CAPC conference South Lake Tahoe, Oct. 5,6. Discussion and Action.
3. 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. 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: November 20, 2018

Notes

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