

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.

February 19, 2019

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

INVOCATION:

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

PUBLIC COMMENT: (5 min. time limit)

CORRESPONDENCE: SDRMA, Notification of Nominations 2019 Election SDRMA Board of Directors. CSDA Board of Directors Call for Nominations

ANNOUNCEMENTS: lost one tree on block 6 in the recent wind storms.

APPROVAL OF MINUTES: January 15, 2019

APPROVAL OF FINANCIAL STATEMENTS: January, 2019

*Balance Sheet

*Profit & Loss YTD Comparison

*Profit & Loss Budget vs. Actual

* Wells Fargo Advisors, LLC Investment Accounts

APPROVAL OF MONTHLY CASH DISBURSEMENTS: January, 2019

* Transaction Detailed by Account (General)

*Transaction Detailed by Account (Payroll)

MANAGER'S REPORT:

The District performed 12 services in January for a total of 68 services for the fiscal year compared with 77 services at the same time last year. Manager hosted meeting with, and did site visits with the new CSDA Field Coordinator Cole Karr, visited Taft Chamber of Commerce,

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

Westside Health Care District, Westside Parks and Rec, Westside Mosquito and Vector Control District, and Kern County Cemetery District on January 23, 2019. Manager met with Hal Wilkes From Christy Vault Co. in regards to the new niche project on January 23, 2019. Manager followed up on report of person taking gravel from Midway Cemetery stock pile. Manager completed the Annual report for SDRMA. Manager has started writing draft Social Media Policy. Manager attended the Annual SDAO Conference at Sunriver Oregon on February 8-9 2019. Manager and Office Manager have been reviewing the 2017-2018 draft audit. Office Manager continues up-dating mapping program and ironing out issues with new website. Grounds Crew has been taking care of services, cleaning up after major wind storm, refreshing office look, raising and cleaning headstones, and maintaining the cemetery, and day-to-day operations.

AGENDA ITEMS:

Current Business:

1. Review and Adopt West Side District open casket policy. Discussion and Action.
2. Request the Board to do their Annual Filing of Statements of Economic Interest. (AKA. 700 Forms). Discussion and Action.

Unfinished Business:

1. Facebook ongoing 10/20/16
2. Midway Cemetery easement and boundaries. 10//15/2015

Other Board Items:

CSDA Annual Conference, September, 25-28. CSDA Legislative Days May 21-22.

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: March 19, 2019

Notes

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