



West Side Cemetery District

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Regular Monthly Board of Trustees Meeting
District Office Boardroom, 440 E. Cedar Street, Taft, CA 93268
July 16, 2019

CALL TO ORDER: Gary Summers called the meeting to order at 7:05 p.m.

PLEDGE OF ALLEGIANCE: Charlie Landwehr led Flag Salute.

INVOCATION: Robert Jordan

PRESENT WERE: Summers, Jordan, Black, Manager Joel Bauer, and Office Manager Joyce Blue

ABSENT WERE: Melton & Montgomery

GUESTS WERE: Karen O'Neil, Charlie Landwehr, Joe & Christina Sanchez, Larry Robison & Roy Robison

PUBLIC COMMENT: None

CORRESPONDENCE: None

ANNOUNCEMENTS: None

Agenda Item # 1: At this time, the Board discussed the flower policy. Public comment by Larry Robison, Roy Robison and Joe Sanchez.

- 1) **Approval of Minutes:** Robert Jordan made a motion to approve the Minutes of the May 14, 2019, meeting. Don Black seconded the motion. Motion passed Three (3) to Zero (0). Robyn Melton & Roger Montgomery absent
- 2) **Approval of Financial Statements:** Robert Jordan made a motion to approve the Financial Statements for the month of May & June, 2019. Don Black seconded the motion. Motion passed Three (3) to Zero (0).
- 3) **Approval of Monthly Disbursements:**
Transaction Detail by Account (General): Robert Jordan made a motion to approve the cash disbursements for May, 2019, for checks 6783 through 6802 for \$28,741.88. Don Black seconded the motion. Motion passed Three (3) to Zero (0).
Transaction Detail by Account (General): Robert Jordan made motion to approve the cash disbursements for June, 2019, for checks 6803 through 6827 for \$43,091.18. Don Black seconded the motion. Motion passed Three (3) to Zero (0).

Transaction Detail by account (Payroll): Don Black made a motion to approve the cash disbursements for May, 2019, for checks 1225 through 1229 and AJE's for \$51,468.86. Robert Jordan seconded the motion. Motion passed Three (3) to Zero (0).

Transaction Detail by account (Payroll): Don Black made a motion to approve the cash disbursements for June, 2019, for checks 1230 through 1235 and AJE's for \$51,961.87. Robert Jordan seconded the motion. Motion passed Three (3) to Zero (0).

MANAGERS' REPORT:

The District performed 10 services in May and 3 services in June for a total of 100 services for the fiscal year compared with 125 services at the same time last year. Manager attended the Special national coalition meeting in Fort Myer Florida on June 10-13, plus incorporated some vacation time. Trustees Gary Summers and Bob Jordan were privileged to go on the Veteran's Honor Flight in C.C. on June 17-20. Manager attended the CSDA GM conference in New Port on 23-25. Manager has been working with Karen O'Neal revising the District Flower Policy. Manager has completed the WSCD 2019-2020 final budget for Board approval. Office Manager continues up-dating mapping program and ironing out issues with new website. Grounds Crew has been taking care of services, repairing sprinkler system issues, raising and cleaning headstones, maintaining the cemetery, and day-to-day operations.

AGENDA ITEMS:

- 1) Gary Summers made a motion to adopt new updated flower policy approved by the Cemetery District's attorney Karen O'Neil; effect August 1, 2019. District Manager will publish in the Midway Driller. Don Black seconded the motion. Motion passed Three (3) to Zero (0).
- 2) Request Board consider attending CAPC Area Meeting, in Ventura on October 11-12, 2019. Discussion only.
- 3) Gary Summers made a motion to vote for 3 candidates for the SDRMA Board of Directors, Bob Swan, Jesse Claypool and Sandra Raffelson. Don Black seconded the motion. Motion passed Three (3) to Zero (0).
- 4) Don Black made a motion to adopt the 2019-2020 Final budget as presented. Robert Jordan seconded the motion. Motion passed three (3) to Zero (0).

Unfinished Business List:

- 1) Face book 10/20/2016 – on going.
- 2) Midway Cemetery Boundaries & Easement 10/15/2015
- 3) Adding Solar panels to all cemetery buildings. 01-15-2019

Other Board Items: None

BOARD MEMBER ITEMS: None

MEETING ADJOURNED: Meeting Adjourned: 8:15 p.m.

The next Meeting will be August 20, there will be no meeting in June.

Respectfully Submitted,

Roger Montgomery – Vice Chairman/Secretary