

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 15, 2019

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: August 20, 2019

APPROVAL OF FINANCIAL STATEMENTS: August, September, 2019

*Balance Sheet

*Profit & Loss YTD Comparison

*Profit & Loss Budget vs. Actual

* Wells Fargo Advisors, LLC Investment Accounts

APPROVAL OF MONTHLY CASH DISBURSEMENTS: August, September, 2019

* Transaction Detailed by Account (General)

*Transaction Detailed by Account (Payroll)

MANAGER'S REPORT:

The District performed 7 services in August and 5 services in September total of 19 for the fiscal year compared with 21 services at the same time last year. Manager and Trustee Summers attended CSDA Annual Conference in Anaheim on September 25-28. Manager attended the Colorado Special Districts Conference in Keystone Colorado on September 10-13.

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.

Board Members: *Gary Summers *Roger Montgomery *Robyn Melton *Robert Jordan *Don Black

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

Manager was able to take some vacation time. Manager attended the CAPC Education Conference in Ventura on October 10-12. Office Manager continues up-dating mapping program and ironing out issues with new website and has taken some vacation time. Grounds Crew has been taking care of services, repairing sprinkler system issues, raising and cleaning headstones, removing infractions of new flower policy, maintaining the cemetery, and day-to-day operations.

AGENDA ITEMS:

Current Business:

1. Request by Board to hold reorganization election for Board officers. Discussion and Action
2. Request Board consider secession plan for Office manager and District manager. Discussion and Action.
3. Request Board discuss changes in Wells Fargo, with Sandra Wheeler's leaving. Discussion and Action.
4. Request Board consider replacing diesel fuel tank as per new CA. law. Discussion and Action.

Unfinished Business:

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

Other Board Items:

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 19, 2019

Notes

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