

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.

May 19, 2020

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

INVOCATION:

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

PUBLIC COMMENT: (5 min. time limit)

CORRESPONDENCE: SDRMA,

ANNOUNCEMENTS:

APPROVAL OF MINUTES: February 18, 2020

APPROVAL OF FINANCIAL STATEMENTS: February, March, April, 2020

*Balance Sheet

*Profit & Loss YTD Comparison

*Profit & Loss Budget vs. Actual

* Wells Fargo Advisors, LLC Investment Accounts

APPROVAL OF MONTHLY CASH DISBURSEMENTS: February, March, April, 2020

* Transaction Detailed by Account (General)

*Transaction Detailed by Account (Payroll)

MANAGER'S REPORT:

The District performed 11 services February, 6 in March and 6 in April for a total of 60 for the fiscal year compared with 87 services at the same time last year. Office Manager Blue's last day was March 27, 2020 at which time Assistant Manager Ward took over her duties. Manager has been working on the 20/21 Preliminary Budget. Assistant Manager has been dividing his time in

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Staff: *Joel Bauer-Manager *Nick Ward-Assistant Manager

office and directing Grounds Crew, Manager and Assistant Manager made several changes to services in order to comply with COVID19 rules and guidelines set forth by the State Governor's Office. The District had two Employees off for 14 days one tested positive for COVID19 and one shelter in place in accordance with guidelines. Grounds Crew has been taking care of services, raising and cleaning headstones, removing infractions of new flower policy, maintaining the cemetery, and day-to-day operations.

AGENDA ITEMS:

Current Business:

1. Up-date Board on progress of the new niche bank and ossuary. Discussion and Action.
2. Request Board review preliminary budget for 20-21. Discussion and Action.
3. Request Board discuss COVID19 rules and regulations and plan for future rules and policies. Discussion and Action.

Unfinished Business:

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: June 16, 2020

Notes

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