

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.

August 18, 2020

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: July 21, 2020

APPROVAL OF FINANCIAL STATEMENTS: July, 2020

- *Balance Sheet
- *Profit & Loss YTD Comparison
- *Profit & Loss Budget vs. Actual
- * Stifel, LLC Investment Accounts

APPROVAL OF MONTHLY CASH DISBURSEMENTS: July, 2020

- * Transaction Detailed by Account (General)
- *Transaction Detailed by Account (Payroll)

MANAGER'S REPORT:

The District performed 7 services July, for a total of 7 for the fiscal year compared with 7 services at the same time last year. Assistant Manager Ward took several personal days off, Manager revised and up-dated Credit Card Policy to coincide with changing operation style of the District. Construction continues on the new niche bank. Grounds crew has been taking care

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Board Members: *Gary Summers *Roger Montgomery *Robyn Melton *Robert Jordan *Don Black
Staff: *Joel Bauer-Manager *Nick Ward-Assistant Manager

of services, working on the new niche bank, 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 adopt revised credit card policy increasing limit from \$5,000 to \$25,000 in order to pay monthly bills via credit card. Discussion and action.
3. Request board authorize stamp signatures for Board Chairman (John Summers) and Board Vice Chairman (Robyn Melton) for the purpose of signing checks and District documents. 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: September 15, 2020