



## ***West Side Cemetery District***

440 E. Cedar Street, Taft, Ca 93268

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Regular Monthly Board of Trustees Meeting  
District Office Boardroom, 440 E. Cedar Street, Taft, CA 93268  
September 15, 2020

**CALL TO ORDER:** Robyn Melton called the meeting to order at 7:10 p.m.

**PLEDGE OF ALLEGIANCE:** Don Black led the Flag Salute.

**INVOCATION:** Robert Jordan

**PRESENT WERE:** Jordan, Melton, Black. Manager Joel Bauer, and District Assistant Manager Nick Ward.

**ABSENT WERE:** Gary Summers and Roger Montgomery.

**GUESTS WERE:** Cole Watkins.

**PUBLIC COMMENT:** None

**CORRESPONDENCE:** None

**ANNOUNCEMENTS:** None

1) **Approval of Minutes:** Don Black made a motion to approve the Minutes of the August 18th, 2020, meeting. Robert Jordan seconded the motion. Motion passed. three (3) to Zero (0).

2) **Approval of Financial Statements:** Don Black made a motion to approve the Financial Statements for the month of August, 2020. Robert Jordan seconded the motion. Motion passed Three (3) to Zero (0).

3) **Approval of Monthly Disbursements:**

**Transaction Detail by Account (General):** Don Black made a motion to approve the cash disbursements for August, 2020, for checks 7112 thru 7134 and ACH's for a total of \$13,825.77. 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 August, 2020, for checks 1319 through 1325 and AJE's for \$46,047.72. Robert Jordan seconded the motion. Motion passed Three (3) to Zero (0).

### **MANAGERS' REPORT:**

**Board Members:** ☺ Gary Summers-Chairman ☺ Robyn Melton-Vice-Chair/Secretary ☺ Roger Montgomery ☺ Robert Jordan ☺ Don Black **Staff:** ☺ Joel Bauer-District Manager ☺ Joyce Blue- Office Manager.

The District performed 8 services in the month of August, for a total of 15 for the fiscal year compared with 14 services at the same time last year. Manager and Assistant Manager continue working toward transition when Manager retires. Assistant manager has been doing some research on solar power options. Manager attended CSDA Annual Conference meetings via Zoom. Construction continues on the new niche bank. Grounds crew has been taking care of services, working on the new niche bank, maintaining the cemetery, and day-to-day operations.

**AGENDA ITEMS:**

- 1) Update board on progress of the new niche bank and ossuary. Discussion only no action.
- 2) Request for Board to consider possibilities for scattering garden for cremains. Discussion and action. Don Black made a motion to table the topic of a scattering garden, Robert Jordan seconded the motion. Motion passed three (3) to Zero (0).
- 3) Request Board consider some different types of cost cutting options.
  - a) Security
  - b) Trash pick-up
  - c) Clarks pest control
  - d) Phone system
  - e) Employee uniforms

**Discussion only.**

- 4) **Request Board consider the possibility of using solar power. Discussion and action.**  
**Discussion only.**

**Unfinished Business List: None**

**Other Board Items:**

**BOARD MEMBER ITEMS:** none

**MEETING ADJOURNED:** Meeting Adjourned: 8:14 p.m.

The next Meeting will be October 20, 2020.

Respectfully Submitted,

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Robyn Melton – Vice Chair/Secretary

**Board Members:** ☺ Gary Summers-Chairman ☺ Robyn Melton-Vice-Chair/Secretary ☺ Roger Montgomery ☺ Robert Jordan ☺ Don Black **Staff:** ☺ Joel Bauer-District Manager ☺ Joyce Blue- Office Manager.