

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.

January 19, 2021

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

INVOCATION:

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

PUBLIC COMMENT: (5 min. time limit)

CORRESPONDENCE: John blomberg from Blomberg Accountancy Corp., Les Clark and CSDA Cole Karr, Mary Lou with Crowne Vault, Brenda Greenwood with KCERA, Sam Aires with ADP payroll, Ethan Polo with Cemsites, also SDRMA.

ANNOUNCEMENTS: none

APPROVAL OF MINUTES: December 15, 2020

APPROVAL OF FINANCIAL STATEMENTS: December, 2020

*Balance Sheet

*Profit & Loss YTD Comparison

*Profit & Loss Budget vs. Actual

* Stifel, LLC Investment Accounts

APPROVAL OF MONTHLY CASH DISBURSEMENTS: December, 2020

* Transaction Detailed by Account (General)

*Transaction Detailed by Account (Payroll)

MANAGER'S REPORT:

The District performed 11 services in December, for a total of 53 for the fiscal year. Manager has been working on District revenue saving options, along with revenue generating options.

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: *Nick Ward-General Manager

Construction continues on the new niche bank. Manager continues to work with KCERA and ADP to resolve issues with the KCERA file. Grounds crew has been taking care of services, working on the niche bank, and maintaining the cemetery grounds and equipment.

AGENDA ITEMS:

Current Business:

1. Update Board on progress of the new niche bank and ossuary. Discussion and Action.
2. Update Board on the State of the District. Discussion and Action.
3. Update Board on progress with regards to security, uniforms, tree dedication, Facebook. Discussion only.

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: February 16 , 2021

Notes

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: *Nick Ward-General Manager