



West Side Cemetery District

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Regular Monthly Board of Trustees Meeting
District Office Boardroom, 440 Bob Hampton Road, Taft, CA 93268
April 20, 2021

CALL TO ORDER: Gary Summers called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE: Cole Watkins led Flag Salute.

INVOCATION: Robert Jordan

PRESENT WERE: Summers, Jordan, Melton, Black. Manager Nick Ward

ABSENT WERE: none

GUESTS WERE: Cole Watkins

PUBLIC COMMENT: None

CORRESPONDENCE: Les Clark with WSRPD and KCSDA. CAPC, Dr. Kathy Orrin, Kathleen Krause with Kern County Board of Supervisors. John Blomberg with Blomberg & Griffin Accountancy Corp., Karen O'neil with Kirk and Simas. SDRMA, KCERA.

ANNOUNCEMENTS: CAPC annual board of directors meeting was held via Zoom on March 24th, CAPC is also looking for Board Members for the 2022 Election. The City of Taft installed new street signs on 3/11/2021 renaming East Cedar to Bob Hampton Road.

- 1) **Approval of Minutes:** Don Black made a motion to approve the Minutes of the February 16, 2021 board meeting. Robyn Melton seconded the motion. Motion passed. Four (4) to Zero (0).
- 2) **Approval of Financial Statements:** Robert Jordan made a motion to approve the Financial Statements for the months of February and March, 2021. Don Black seconded the motion. Motion passed Four (4) to Zero (0).
- 3) **Approval of Monthly Disbursements:**
Transaction Detail by Account (General): Robyn Melton made a motion to approve the cash disbursements for February and March 2021, for checks 7233 thru 7260 and ACH's for a total of \$33,119.71. Robert Jordan seconded the motion. Motion passed Four (4) to Zero (0).
Transaction Detail by account (Payroll): Robyn Melton made a motion to approve the cash disbursements for February and March, 2021, for checks 1362 through 1376 and AJE's for \$72,553.89. Don Black seconded the motion. Motion passed Four (4) to Zero (0).

Board Members: ☉ Gary Summers-Chairman ☉ Robyn Melton-Vice-Chair/Secretary ☉ Robert Jordan
☉ Don Black Staff: ☉ Nick Ward-District Manager

MANAGERS' REPORT:

The District performed 13 services in February and 12 services in March, for a total of 90 services for the fiscal year. Manager has started working on the 2021-2022 budget. Manager is still busy working on District revenue saving options, along with revenue generating options. Construction of the new niche bank is complete. Grounds crew is busy with services, trimming trees, and maintaining the cemetery grounds and equipment.

AGENDA ITEMS:

- 1) Update board on progress of the new niche bank and ossuary. Discussion only.
- 2) Discuss Board member term renewals. Discussion only.
- 3) Update Board on progress with regards to security, tree dedication, Facebook, West Side Cemetery website. Discussion only.
- 4) Update Board about Kern County 2021-2022 tax year projections and relative budget information. Discussion only.
- 5) Discuss progress of the upcoming Memorial Day Program. Discussion only
- 6) Discuss other options for cremation internments. Discussion only.

Unfinished Business List: None

Other Board Items:

BOARD MEMBER ITEMS: None

MEETING ADJOURNED: Meeting Adjourned: 8:15 p.m.

The next Meeting will be May 18 , 2021.

Respectfully Submitted,

Robyn Melton – Vice Chair/Secretary