

West Side Cemetery District

MEETING

BOARD OF TRUSTEES

District Office Board Room
440 Bob Hampton Road, Taft, CA. 93268
Phone (661)765-4505 (westsidecemetery.com)

AGENDA

7:00 p.m.

November 16, 2021

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

INVOCATION:

ROLL CALL: SUMMERS, JORDAN, BLACK, MELTON, SUTHERLAND.

PUBLIC COMMENT: (5 min. time limit)

CORRESPONDENCE: Kevin Ing with SJVAPCD. Orlando Marcial with Kern River Power.

ANNOUNCEMENTS: None

APPROVAL OF MINUTES: October 19, 2021

APPROVAL OF FINANCIAL STATEMENTS: October 2021

*Balance Sheet

*Profit & Loss YTD Comparison

*Profit & Loss Budget vs. Actual

* Stifel, LLC Investment Accounts

APPROVAL OF MONTHLY CASH DISBURSEMENTS: October 2021

* Transaction Detailed by Account (General)

*Transaction Detailed by Account (Payroll)

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 Bob Hampton Road 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 * Robyn Melton *Robert Jordan *Don Black *Shawn Sutherland

Staff: *Nick Ward-General Manager

MANAGER'S REPORT:

The District performed 16 services in October for a total of 55 for the fiscal year. Grounds crew has stayed busy taking care of services, trimming trees, and maintaining the cemetery grounds and equipment. Manager has been busy with daily operations, equipment maintenance, ordering parts and supplies for general grounds maintenance. Manager and staff are making changes to non-essential turf within the cemetery to conserve resources. Manager and staff have made preparations for Veterans Day to Honor those Americans.

AGENDA ITEMS:

Current Business:

1. Request Board to amend the current Flower and Grave Decoration policy. Discussion and Action.
2. Request Board to adopt a policy for part time employees of the District. Discussion and Action.
3. Request Board consider some form of Holiday Dinner/Gift Card recognition. 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: November 16, 2021

Notes

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