**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

 **REGULAR BOARD MEETING**

**41911 C St, Temecula, Ca 92592**

**AUGUST 18, 2022 @ 8:00 a.m.**

**MINUTES**

1. **CALL TO ORDER:** @8:00 a.m. by Rosie Vanderhaak
2. **INVOCATION:** Rosie Vanderhaak
3. **ROLL CALL**

Chair- Qualm, Vice Chair- Vanderhaak, Trustee Dugan,

Trustee Davis, Trustee Kelleher, General Manager, Beaudet, Foreman, Sands

**MOTIONS TO EXCUSE:** Dale Qualm,(covid positive)

Motion was made by Trustee Dugan to excuse Qualm, seconded by Trustee Davis and passed with a 4/0 vote.

**VISITORS:** None

1. **PUBLIC COMMENTS:**

At this time, members of the public are invited to address the Board concerning any items on the agenda, or on any other matters that are not on the agenda but are within the subject matter jurisdiction of the District. Request must be submitted in person prior to the start of the meeting. Every person will be allowed 5 minutes to address the Board of Trustees; in accordance with State Law, (Brown Act) all items to be acted on must be posted 72 hours in advance.

**5.CONSENT CALENDAR: Motion was made by Trustee Kelleher to accept the consent calendar as presented, seconded by Trustee Dugan and passed with a 4/0 vote.**

All matters on the Consent Calendar are considered routine and may all be approved by one motion. Any member of the Board or the public may request an item be removed from the Consent Calendar for discussion or separate action. Unless otherwise specified in the request to remove an item from the Consent Calendar, all items shall be considered immediately following action on the remaining items on the Consent Calendar.

1. **APPROVAL OF MINUTES**

R*ecommendation:* That the Board approve the minutes of the Regular Board Meeting of July 21 ,2022

1. **APPROVAL OF CHECK REGISTERS**

*Recommendation:* That the Board approves the July 2022 Check Register Nos. 101100, 101200 and 101300.

1. **APPROVAL OF BOOKKEEPER REPORT**

*Recommendation:* That the Board receives and files the

July 2022 Bookkeeper Report

1. **ACTION ITEMS:**
2. **2023 CAPC Board of Directors Election After discussion the Trustees show no interest of sitting on the CAPC Board. Motion made by Trustee Davis, seconded by Trustee Dugan and passed with a 4/0 vote.**

*Recommendation:*  That the Trustees inform the manager if they would like to be considered for a seat on the CAPC board.

1. **CALIFORNIA ASSOCIATION OF PUBLIC CEMETERIES**

*Recommendation:* That the Trustees let the manager know who will be attending the conference so she can forward the application and reserve the hotel.

1. **Compensation Meal Reimbursement Policy # 1005**

**After discussion, the Trustees decided to make some temporary changes to the policy. Motion was made by Trustee Davis to change the gratuity from 15% to 18%, the meal reimbursements; breakfast $15.00 to $25.00, lunch $25.00 to $35.00 and dinner $35.00 to $50.00. These new adjustments will be reviewed after the Palm Springs Conferences and review of all receipts. Motion was seconded by Trustee Kelleher and passed with a 4/0 vote.**

*Recommendation:* That the Trustees approve the increase in meal allowances due to inflation.

1. **Sharon Shafer Request for Cremation Burial:**

 **Motion was made by Trustee Dugan to ratify the original policy, seconded by Trustee Davis and passed with a 4/0 vote.**

*Recommendation:* Legal Counsel added; immediate parent in law to the existing resolution.

1. **FINANCIAL REPORTS:**

**Motion was made by Trustee Kelleher to receive and file the July finances, seconded by Trustee Dugan and passed with a 4/0 vote.**

A. July 2022 Balance Sheet

B. July 2022 Profit and Loss

C. July 2022 Stifel Investments; principal and interest

**8. GENERAL MANAGERS REPORTS:**

1. July 2022 Revenues
2. July 2022 Inventory
3. July 2022 Depletion
4. Updated General Price List
5. SDRMA member reception-08-24-22 @5pm
6. Pre-Conference Tour 08-22-2022 @ 11:30am
7. Mileage reimbursement June-December 2022 62.5 cents per mile
8. Foreman report
9. **GENERAL COUNSEL REPORT**

**10. FISCAL YEAR 2022-2023 SUBCOMMITTEES with GM**

1. 52-acre Cemetery Property (**Vanderhaak-Davis)**
* **Construction began 02/24/2022**
* **Concrete drain (100-year flood) installed 06/20/2022**
* **Asphalt laid**
1. Landscape Plan (**Dugan-Qualm**)
2. Cenotaph/ Ossuary (**Vanderhaak-Kelleher**)
3. Conférence Liaison (**Davis-Dugan**)
* **CSDA- 08/22/2022**
* **CAPC- 10/07/2022**
1. Polices (**Qualm-Davis**)
2. General Price List (**Kelleher-Vanderhaak**)
3. Investments (**Davis-Dugan**)

  **11.** **FUTURE TRUSTEE AGENDA ITEMS:**

Stewart Title- Pending

Lender

Local area meeting 09-21-2022

October 22, 2022, Company Dinner

**12.CLOSED SESSION ITEMS: Gustavo Lamanna- Attorney at Law**

1. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED INITIATION OF LITIGATION**

Pursuant to Government Code of Section 54956.9 (d) (**one potential case**)

1. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**

Significant Exposure to Litigation

Pursuant to Government Code of Section 54956.9 (d) (**one potential case**)

1. **Closed Session Announcement:**

**13**. **BOARD COMMENTS:**

**14**. **ANNOUNCEMENTS:**

Next Regular Board Meeting –September 15,2022

**15**. **ADJOURNMENT: 8:55 am**

**1st Motion: Trustee Kelleher**

**2nd Motion: Trustee Dugan**

**All in Favor: 4/0**