

**SELMA CEMETERY DISTRICT
RECORD OF THE BOARD OF TRUSTEES**

Regular meeting

**Thursday May 28, 2020 Consent Agenda 1
4:30p.m.**

1. Call to Order: 4:37pm

- 2. Roll Call:** Chair: Robert Allen - Present
 Vice-Chair: Una Tristan – Present Via Phone
 Trustee: Ron Baker - Present
 Trustee: Alan Langstraat - Present
 Trustee: Alfonso Caro - Present

Staff Present: General Manager: Sandi Miller - Present

**Date of Next Board Meeting: *The next meeting will be Thursday
June 25, 2020 at 4:30pm.***

Public Comment: Members of the general public may address the Board of Trustees on any item on the agenda.

No members of the public at this meeting.

CONSENT AGENDA:

All items on the consent agenda are to be routine and non-controversial. However, if discussion is required, the item will be removed from the consent agenda and will be discussed after the consent agenda is approved.

1. Minutes: of the Thursday February 27, 2020 Regular Meeting of the Board of Trustees
2. Disbursements: 2/01/2020 through 3/31/2020, 04/01/2020 through 04/30/2020

Motion to accept the Consent Agenda as presented by Trustee Ron Baker, Second by Trustee Alfonso Caro. Vote: - Chair Robert Allen – AYE - Trustee Ron Baker - AYE–, – Vice-Chair Una Tristan AYE- Trustee Alan Langstraat – AYE Trustee Alfonso Caro- AYE. Motion carried.

OLD BUSINESS: discussion/Action:

1. **Camera's/ Glass Sensors:** Have been installed and are working great.
2. **Old iPads:** I have attached the estimate of what they are worth, we could get less. Joey Leon suggested selling them on eBay or something similar. *There was discussion on if we could give them to the school or a non-profit.*

Chairman Robert Allen said to call Theresa Wood at the school to see if they could use them.

Motion to declare the old iPad tablets surplus due to the fact we can't update them to work for the board meetings by Trustee Ron Baker, Seconded by Trustee Alan Langstraat. Vote: *Chair Robert Allen – AYE - Trustee Ron Baker - AYE–, – Vice-Chair Una Tristan/ Via Telephone AYE- Trustee Alan Langstraat – AYE Trustee Alfonso Caro- AYE. Motion carried.*

NEW BUSINESS: Discussion/Action:

- 1. Preliminary Budget:** Attached is the preliminary budget, the final numbers will be at the June meeting for final approval. *GM Sandi Miller went over the preliminary budget with the board, the topic of hiring a 5th grounds man was talked about, GM Sandi Miller will add the cost of hiring another grounds man to the next review of the budget. GM Sandi Miller also asked permission to get an estimate to resurface Floral and completely redo the black top at the North for next years budget. Stating that Floral is starting to crack, and the North has potholes that the guys cannot keep filled. She will get the estimates for the next meeting.*
- 2. Gates for Floral:** I have been researching a better way to lock up the cemetery on necessary days. I will present this at the board meeting. *At the last meeting, the topic of gates was talked about. GM Sandi Miller contacted the city to see where they got the gates at the park across the street. They were not sure but said they had had Danny at D&G fencing make the new ones for the Historical Park. She took pictures and presented them to the board. She will per board direction contact Danny at D&G F4encing to get an estimate to gate Floral and add the cost to next year's budget.*

3. Manager's report:

Sandi Miller-General Manager: Report attached
Burials as of 2/01/2020 – 4/30/2020 - 132
Pre-need Contracts: 5
Pre-needs Paid: 57

- AB2093 Email Retention: This is the second go round for this and after receiving all the letters from the different districts and their concerns about the cost, it has been pulled.

- Gators: As I reported to you during the Stay home Stay safe, the gators have arrived, and the guys are loving them. *We have not received the funds from the program yet and they are checking to see where the check got sent.*
- Edger's: The edger's started on May 1, they will be working as fast as they can. *They started at the North cemetery since our guys had done 90% of Floral. They have finished the North and are currently working on E and F blocks at Floral. They will move to the West cemetery after completing Floral.*
- Transparency Certification: After attending the online training for Ethic's and Harassment we have been awarded our new Transparency Certification. My SDA which is now called CSDM certification has also been renewed.
- Business Hours: As I reported to the board through email, the working hours had been cut back to lessen the possibility of the staff contracting the virus and to comply with the guidelines set by Fresno County Health department. *As of Monday May 25th, we will be returning to our normal hours of 7am-12 and 1pm – 4pm. We will also continue to only allow 2 family members in the office to make arrangements. We will still be taking appointments only until the state opens completely. So, the front door will remain locked and families need to call for an appointment. We have been allowing families to make appointments to purchase plots, which many cemeteries have not. We felt it was safe to do this because we do not have to go out on the grounds with our families. Our burial program allows us to show property from the office.*
- Changing of hours: The health Department had said the families could only have a 15-minute service at the cemetery, 30 minutes at the funeral home. Our funeral homes were not allowing Chapel service, so we were allowing the families 30 minutes at the cemetery. *We had a funeral home get upset over this, and so we changed our service time to meet the Health Department. We had several families get very upset. One family called multiple places until they were able to change the amount of time. So after only 2 days of the 15minute services we have gone back to our 30-minute services.*

- Bethel House: On May 20th, Char Tucker called and said there were a few items that needed repair at the Bethel house. *There is a pipe leaking in the wall that holds the hot water heater, the stove is not heating, and the kitchen faucet is just hanging. So, I contact American Home Warranty and they have sent out contractors to take care of the problems. They were told to contact Char to set the time to go do the repairs. I will have an update when I hear back from Char.*

CLOSED SESSION:

- 1. Cemetery Expansion:** Pursuant to California Government Code Section 54956.8; We have been offered a new piece of property from a resident. I have been working with Char to get the necessary information about this property.
- 2. Reportable Action:** *The Board felt that it was the responsibility of the property owner to obtain either the fact that they have the mineral rights or to obtain the mineral rights and that the district would not be interested until the mineral rights were obtained. There is also still the possibility that we may still be able to move forward on our current property as soon as we can visit the neighbors to find out who opposes us.*
- 3. Trustees' reports:** Trustee: **Robert Allen** – Asked what a good date would be to have lunch brought in for the staff. GM Sandi Miller will let him know.

Trustee: **Alfonso Caro** - Nothing

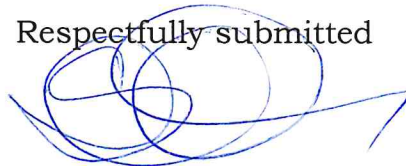
Trustee: **Ron Baker** - Nothing

Trustee: **Alan Langstraat** - Nothing

Trustee: **Una Tristan** – Nothing

4. Adjournment: 5:45pm

Respectfully submitted



Sandi Miller

General Manager-recording secretary



Robert Allen

Chairman of the Board