

**SELMA CEMETERY DISTRICT
RECORD OF THE BOARD OF TRUSTEES
Regular meeting
Thursday July 22, 2021 Consent Agenda 1**

1. Call to Order: 4:30pm

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

Staff Present: General Manager: Sandi Miller - Present

Date of Next Board Meeting: **The next meeting will be Thursday August 26, 2021.**

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

No public present at this meeting

CONSENT AGENDA:

1. Minutes: of the Thursday June 24, 2021 Regular Meeting of the Board of Trustees
2. Disbursements: 06/01/2021 through 06/30/2021

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

OLD BUSINESS: discussion/Action:

1. **2021/2022 Budget:** Final Budget, please see attached. GM Sandi Miller reported that the only changes made were to the final numbers from closing the year. That the board approved the budget at the June meeting, and she had sent the budget to the County on time.

NEW BUSINESS: Discussion/Action:

1. **Adair & Evans:** Review and approval of contract for audit. After reviewing the contract, the board voted and approved the contract.

Motion to accept the Adair & Evans contract as presented by, Trustee Alan Langstraat , Second by Vice-Chair Una Tristan. Vote: -

Trustee Alan Langstraat – AYE Trustee Alfonso Caro- ABSENT. Chair Robert Allen – AYE. Vice-Chair Una Tristan – AYE Motion carried.

- 2. ADT at Rental House:** Discussion on keeping or discontinuing the service. Current tenants are not using the service. *After discussion the board requested that GM Sandi Miller check with our insurance company about possible liability for the district if we do not have the alarm, also to check with Sebastian about the cost to change from ADT to Sebastian.*
- 3. Grounds Supervisor's Truck:** We are currently looking for a truck to replace the old one. GM Sandi Miller will give updates at the meeting. *GM Sandi Miller reported that they are still looking for a truck and it could take a while. Most of the trucks coming in have a lot of extras that we do not need. There is also the problem of a shortage of computer chips for cars/trucks which is making it hard to find one. The prices are also up because of the chip shortage and fewer trucks being made.*
- 4. CAPC Education Seminar:** October 8-9th, Please see attached information and let GM Sandi Miller know if you will be attending so she can get hotel reservations. *GM Sandi Miller reported that Chairman Robert Allen will be running the Trustee breakout session at this conference. He will be attending. Vice Chair Una Tristan is unable to attend as well as Trustee Alan Langstraat. Chairman Robert Allen thought that this would be a good time to have Sarai Ramirez to start attending CAPC conferences. GM Sandi Miller will make arrangements with Grounds Supervisor to cover the office and make arrangements for the three of them to attend.*
- 5. Manager's report: General Manager: Sandi Miller**
Burials as of 07/01/2020 – 06/30/2021: 243
Covid Burials as of 01/01/2021 – 06/30/2021: 62 (no change)
Pre-need Contracts: 23
 - GM Conference: I attended the GM Conference at Squaw Creek Resort; this was the first since COVID -19. We had great speakers and new material. I will report more at the meeting. *One of our guest speakers talked on Covid past present and future, what will it look like. Another speaker spoke on time management and goal setting. She gave her workbook for free and the instruction book to download. I got one for Sarai and one for myself.*
 - CSDA Local Chapter: At our Zoom Board meeting on Tuesday July 13th, I was voted Chair of the Chapter. We are hoping that now that

- CSDA Local Chapter: At our Zoom Board meeting on Tuesday July 13th, I was voted Chair of the Chapter. We are hoping that now that things have opened more, we can get back to holding some local trainings.
- End of Year: Files have been changed out and new ones in place. The County funds have been collected and deposited.

6. Trustees' reports: Trustee: **Robert Allen** – Reported that he had spoken with Supervisor Buddy Mendez about Ron Bakers passing and appointing a new board member. We need to find someone and have them get their application in to the County.

Trustee: **Alfonso Caro - Absent**

Trustee: **Ron Baker -**

Trustee: **Alan Langstraat - Nothing**

Trustee: **Una Tristan** – Asked if we are working on getting an appointment with Supervisor Buddy Mendez about the property? GM Sandi Miller reported that she had left a message for his assistant to call her back, that we wanted to inform him we have completed the items he wanted us to before applying for the CUP again. She will let the board know when her and Trustee Alan Langstraat will be meeting with him.

7. Adjournment:5:10pm

Respectfully submitted.



Sandi Miller

General Manager-recording secretary



Robert Allen - Chairman of the Board