

SELMA CEMETERY DISTRICT
Regular Meeting of the
BOARD OF TRUSTEES
Wednesday, March 4, 2026, Consent Agenda I
1:00 p.m.

MINUTES

- 1. Call to Order:** 4:30 pm
- 2. Roll Call:** Chair: Alan Langstraat - *Absent*
Vice-Chair: Jennifer Earle - *Present*
Trustee: Rose Robertson - *Present*
Trustee: Ramza Coury - *Present*
Trustee: Una Tristan - *Present*
Staff Present: General Manager: Sarai Ramirez - *Present*
Grounds Supervisor: Jesse Rodriguez – *Present*
Grounds Staff: Omar Rocha - *Present*

Next Board Meeting: The date of the next board meeting will be Thursday, March 26, 2026.

Public Comment: Members of the public may address the Board of Trustees on any item on the agenda. *No comments at this time.*

Agenda Changes or Deletions: *No changes or deletions.*

CONSENT AGENDA:

1. Minutes of Thursday, January 22, 2026, Regular Meeting of the Board of Trustees.
Motion to accept the minutes of Thursday, January 22, 2026, Regular Meeting of the Board of Trustees was made by Trustee Rose Robertson and seconded by Trustee Ramza Coury. Vote: Trustee Rose Robertson: AYE, Trustee Ramza Coury: AYE, Trustee Una Tristan, AYE, Vice chair Jennifer Earle: AYE. Motion carried.
2. Disbursements: 01/01/2026 through 01/31/2026. *Item moved to New Business for discussion at the request of Trustee Rose Robertson.*

OLD BUSINESS: Discussion/Action:

NEW BUSINESS: Discussion/Action:

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1. **Disbursement: 01/01/2026 through 01/31/2026.** *Trustee Rose Robertson asked about the Dutch Bros purchase. This was drinks for the staff. The other item was a purchase from Ace in Fowler and not Selma Ace (Selma did not have the item the district needed).*
Motion to accept the January 2026 disbursements was made by Trustee Rose Robertson and seconded by Trustee Ramza Coury. Vote: Trustee Rose Robertson: AYE, Trustee Ramza Coury: AYE, Trustee Una Tristan, AYE, Vice chair Jennifer Earle: AYE. Motion carried.

2. **2026 Employee Handbook:** Review of changes made by State and Federal laws and addition of Good Friday holiday addition. *Sierra HR updated the Handbook to be compliant with new laws. The district added Good Friday as a holiday off for staff.*
Ater discussion, Trustee Una Tristan made a motion to approve the 2026 Employee Handbook. The motion was seconded by Trustee Ramza Coury. Vote: Trustee Una Tristan: AYE, Trustee Ramza Coury: AYE, Trustee Rose Robertson: AYE, Vice chair Jennifer Earle: AYE. Motion carried.

3. **Public Complaint:** Findings and recommendations. *Grounds supervisor Jesse Rodriguez recounted the events that occurred on the grounds when an upset family member approached him very upset and confrontational. Grounds man Omar Rocha was able to confirm what occurred. The family member then went to the office and was confrontational with the General Manager, who informed the board of what happened then. Staff were encouraged to call 911 for incidents such as this. General Manager will be looking into getting panic buttons for the office and have training on the Workplace Violence Prevention Program.*

4. General Manager Report: Sarai Ramirez

Burials as of 07/01/2025 – 01/31/2026: **79**

Plots Paid in full as of 07/01/2025 – 01/31/2026: **86**

Plots Available as of 01/31/2026: Floral – **2,265**, West – **551(Pontem Count)**

- **Rockwell Pond:** Update on the process. *A teams meeting was held on February 19, 2026, at 10:30 am. The meeting was to verify that*

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the district is still interested in purchasing a portion of Rockwell Pond. The next step the county will be making is taking this matter to the Board of Supervisors.

- **Secondary Finance Oversight:** Cruz and Company has been hired to oversee the district's financials monthly. *The company has been given access to the district's books from July 2025 to present.*
- **Stifel Workshop:** Sandra Wheeler will be present at the April 2026 meeting. *Board was informed of the upcoming meeting with Stifel. Should they have anything in particular to discuss, they can email the General Manager.*
- **Legislative Days:** Event to take place April 7-8, 2026, in Sacramento. *General Manager will not be attending this year.*
- **New Niches:** Work to begin mid-March, weather permitting and installation of niches mid-April. *Pictures were provided of the progress of manufacturing. It was suggested that an event such as dedication or ribbon cutting take place.*
- **Staff Sexual Harassment:** Training has been completed for all staff, except for one who was absent. He is already scheduled. *All staff is up to date on their certification on sexual harassment training.*

5. Closed Session: Public Employee Performance Evaluation

Government Code Section 54957

Title: General Manager

No reportable action.

6. Trustees' reports:

Trustee: **Jennifer Earle** *Nothing at this time.*

Trustee: **Rose Robertson** *Informed that at the city council meeting, the cat problem was discussed and the topic of providing vouchers for people willing to help. *SPOKE AS A CITIZEN, NOT AS A BOARD MEMBER.*

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Trustee: **Ramza Coury** *Nothing at this time.*

Trustee: **Una Tristan** *Nothing at this time.*

Trustee: **Alan Langstraat** *Not present.*

7. Adjournment:

Respectfully submitted,



Sarai Ramirez

General Manager - Recording Secretary



Jennifer Earle - Vice Chair of the Board

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