

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

**Regular meeting**

**Thursday October 22, 2020      Consent Agenda 1  
4:30p.m.**

**1. Call to Order: 4:30pm**

- 2. Roll Call:**      Chair: Robert Allen - Present  
                         Vice-Chair: Una Tristan - Present  
                         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 not be until January due to the meeting falling on Thanksgiving Day and Christmas Eve.

**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:**

1. Minutes: of the Thursday September 24, 2020 Regular Meeting of the Board of Trustees
2. Disbursements: 9/01/2020 through 9/30/2020

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

**OLD BUSINESS: discussion/Action:**

1. **Gates at Floral:** The posts have been set and gates should be there prior to the meeting. *On Tuesday 10/20 they started the install of the gates. The staff feels that we will have less thief if we close the gates at night when we leave. How does the board feel about this? After Discussion: The Board felt that we should only close them for Special occasions and during services as directed by the Health Department. We can visit this again later if this is not working. Chairman Robert Allen will include this information in the article he has been writing.*

2. **Bids for Road repairs:** I have only heard from one company and at the time the packet went out had not received the bid. I will have plenty of copies at the if one comes in. *I have had several conversations with Bob from Berry Paving, at the time the board packet went out I had no bids; however, he recommended a Slurry company to do the Floral Cemetery. I will call a special meeting if I receive any bids during the Holiday's.*
3. **Audit:** Since they were just here the end of September and we do not meet in November or December; they will be at the January meeting. *Every year I strive to be the most organized, I think it went well, but we shall see in January.*
4. **Digital Sign:** GM Sandi Miller to report on this at the meeting. *Sarai and I are having a very hard time finding the sign the size and solar like we will need. Trustee Alfonso Caro will see if he can help us locate a company.*

**NEW BUSINESS: Discussion/Action:**

1. **Bethel Property:** Since the County has moved into the Red with Covid, does the Board feel that it is time for us to try to get into to see the Ag Commissioner? *We will need to speak with the neighbors as well, But Buddy did tell us to start with the ag commissioner. After Discussion: GM Sandi Miller will contact Fresno County to get the appointment, Vice-Chair Una Tristan and Trustee Alan Langstraat will be attending the meeting.*

**Motion to give GM Sandi Miller permission to contact the Ag Commissioner for an appointment and for Vice-Chair Una Tristan and Trustee Alan Langstraat to attend the meeting with GM Sandi Miller. By Trustee Ron Baker, Seconded by Trustee Alan Langstraat. Motion Carried.**

2. **Dump Truck:** Grounds Supervisor and GM Sandi Miller have been looking for a new dump truck since the last bid was not approved. We may have found a few options. *It is crazy how hard it is to find someone that wants to build one. You basically start with a regular truck and have the needed modifications done. We found one in Colorado but have to check on the cost of shipping and adding California admissions to it.*
3. **Manager's report:** Sandi Miller-General Manager: Report attached

Burials as of 9/01/2020 – 9/30/2020: 47  
Covid Burials as of 9/01/2020 – 9/30/2020: 17  
Pre-need Contracts: 18  
Pre-needs Paid in Full/ New Burial plot: 34

- Covid-19 Update: Though the County has moved into Red I spoke with the Health Department and they will not be changing the rules for Cemeteries or Funeral Homes at this time. *We had several families calling and asking about changes, they were not happy when we told them nothing changed for us.*
- Mausoleum: Someone broke the gate at the West that locks the bars, protecting the graves. We could not find any damage other than the gate. The gate has been repaired. Pictures attached. *We have had trouble in the past with homeless sleeping on top of the mausoleum, but this is the first time in my time at the district that anyone has tried to get into it. We have trimmed the hedges in front of them way back to make it harder to hide from neighbors or passing cars I hope this helps.*
- Family Trees: I have been trying since September to get more information on these trees. I ordered them in August as they asked of me. *With all the fires Bob is having hard time getting the needed stock, he is still working on this for me. I just did not want you to think I forgot about the trees.*
- Henry's Retirement: The date has changed to December 31<sup>st</sup>, invitations will go out towards the middle of November. *Let me start with so sorry about the misspelled word. The invitations will go out the middle of November. Henry is a very shy guy, and we will be inviting his family, staff and the board only. We have a fun theme planned and hope he enjoys it.*
- Training Classes: I attended the Documenting Employee Performance Training through our insurance GSRMA via Zoom. It was very interesting, and some laws have changed again. I will be making the necessary changes to files. *I am sure the changing laws are no shock, but I feel for the district that don't stay current. Many things have changed as to what should be in the employee file. I have always had a GM file but learned I should have one for each employee, to record not just the bad but the good. I see how this can help greatly when it comes to evaluation time.*
  - Give them the Pickle: This was a very fun and interesting twist on Customer Service. I will give you more info at the meeting. *This was not only fun but educational. Sarai and I both enjoyed it very much. They sent out a quiz ahead of time for us to take before the*

*class, I am happy to say we are both very good at giving them the pickle. Which by the way is not a bad thing? It is about going above and beyond to make the customer happy so that they return. Not that they have much of choice given our type of business, but it should keep the complaints to you at a minimum.*

- 4. Trustees' reports:** Trustee: **Robert Allen** - Nothing  
Trustee: **Alfonso Caro** - Nothing  
Trustee: **Ron Baker** - Nothing  
Trustee: **Alan Langstraat** - Nothing  
Trustee: **Una Tristan** - Nothing

**5. Adjournment: 5:09pm**

Respectfully submitted



Sandi Miller

General Manager-recording secretary



Robert Allen - Chairman of the Board