

**KINGSBURG CEMETERY DISTRICT**  
**P.O. Box 542, Kingsburg, CA 93631**

**MINUTES**

The regular monthly Board of Trustee meeting met on March 26, 2019 at 1:00 PM at the office of the Kingsburg Cemetery District.

**MEETING** was called to order by Chairperson Stan Palm at 1:00 PM. Also present were Board members Vice-Chairperson Janet Larson, Secretary Wesley Carlson, Superintendent Carmen Rojas, Jr. and Administrative Secretary Tracey Lyons Nunez.

**PUBLIC INPUT:** None

**MINUTES** of the February 26, 2019 meeting were read by Tracey Nunez. Motion to approve the minutes was made (after one minor correction) by Wesley Carlson. Second by Janet Larson. All in favor. Motion carried.

**CORRESPONDENCE:**

None

**OLD BUSINESS:**

1. County Treasury and Bank of America accounts: Inform Board of amounts in these accounts. Fresno County Treasury account received deposits totaling \$1,114.08, a deduction of \$25,000.00 for a check distribution to KCD and now has a balance is \$792,199.23. The current balance in the Enhancement account is \$430,306.72. This includes the transfer deposit of \$18,000.00. Bank of America checking account has a balance of \$35,866.76. A motion was made by Stan Palm to transfer \$20,000.00 from Fresno County Treasury account to the Bank of America checking account. Second by Janet Larson. All in favor. Motion carried.
2. Agreement with Tulare County: Update Board. Indigent burial. The new contract has not arrived yet. Hopefully it will be here by the April 2019 meeting. Information only. No action taken.
3. SB929-District website: Continue discussion. Superintendent contacted Carol at CAPC. She has not done much for the SB929 compliance. She also knows the website will need contact & financial information, minutes to be posted and ADA compliancy. Bill Conrad at Reedley Cemetery was also contacted. They have not done anything either. He will be reaching out to their IT technician Michael Enns to bring them into compliance. Wesley Carlson talked to Corey Engstrom. Mr. Engstrom does do basic website design. Discussion about Streamline concluded that their company having done some work already and already working with CSDA in designing some of the websites may be the company to utilize because they will be aware of what is mandated by the bill to be done. There is a free webinar being done by Streamline online on April 10, 2019 at 10:00 am. KCD secretary will get the office staff signed up for this as well as Wesley Carson. Wesley Carlson also expressed that KCD will need to attain a domain for a web address. It was decided that Wesley Carlson will work with KCD Superintendent and Secretary to continue fact finding and develop a proposal on what needs to be done and how to begin doing this.

**NEW BUSINESS:**

1. SDRMA rate increases: Inform Board of rate increases. SDRMA is increasing rates for Workman's Compensation by 5%, Liability by 5% and Property by 11%. Board discussed as to whether they would look around or stay with SDRMA. Decision that staying with SDRMA was what KCD would do.

2. Sale of worn/obsolete equipment: Board will discuss selling worn and obsolete equipment. After discussion on equipment piece by piece a motion was made by Wesley Carlson for Superintendent to dispose of by his discretion to sell, keep or junk the equipment discussed. Second by Janet Larson. All in favor. Motion carried.
3. Fertilize cemetery lawn: Recommend fertilizing lawn and inform Board of ant problem. The cemetery is normally fertilized in early May, this year it would be done in late April. Stan Palm does not think that the grounds need to be fertilized this year due to the extensive amount of rain received. The Board agreed no fertilizing would be done for this spring 2019.

**ACCOUNT BALANCES, INCOME, and EXPENSES:** please see *Profit & Loss, Balance, Deposit, & Check Detail* reports for the month of **February 2019**.

**BILLS FOR APPROVAL:** Review all bills and sign checks for the period of **March 15, 2019 through March 26, 2019**. A motion was made by Janet Larson to approve all bills and sign all checks for this period. Second by Stan Palm. All in favor. Motion carried.

**NEXT MEETING:** Will be held on April 23, 2019 at 1:00 PM.

**ADJOURN:** There being no further business and upon motion made by Janet Larson, second by Wesley Carlson. Motion carried to adjourn at 2:40 PM.

\_\_\_\_\_  
Chairperson, Stan Palm

**ATTEST** \_\_\_\_\_  
Secretary-Wesley Carlson

## **AGENDA**

The regular monthly Board of Trustee meeting is held on April 23, 2019 at 1:00 PM in the office of the Kingsburg Cemetery District.

**CALL TO ORDER:**

**ROLL CALL:**

**PUBLIC INPUT:**

**READING OF MINUTES:**

**CORRESPONDENCE:**

None

**OLD BUSINESS:**

1. Fresno County Treasury and Bank of America accounts: Inform Board of amounts in these accounts. Recommend transfer.
2. Agreement with Tulare County: Indigent burial. Sign agreement.
3. SB-929: Continue discussion for cemetery website.
4. Rollup door for storage shed: Inform Board of cost to replace door and ratify.

**NEW BUSINESS:**

1. Irrigation system: Update Board of sand issue.
2. Cemetery accounts at Morgan Stanley: Board will discuss options for accounts.
3. Caterpillars: Inform Board of caterpillar invasion and action taken.
4. May 2019 Board meeting: Board will discuss and consider not holding a May 2019 meeting.
5. Wasp issue: Inform Board of wasps in cemetery trees.

**ACCOUNT BALANCES, INCOME & EXPENSES:** Please see ***Profit & Loss, Balance, Sales by Item Summary, Deposit,*** and ***Check Detail*** report for the month of **March 2019.**

**BILLS FOR APPROVAL:** Review all bills and sign checks for the period of **April 15, 2019 through April 23, 2019.**

**NEXT MEETING:** Will be held on June 25, 2019 at 1:00 PM.

**ADJOURN:**

**Pre-Agenda:** Inform Board of known items to be discussed at March 2019 Board meeting.

Correspondence:

None at this time.

Old Business:

1. Fresno County Treasury and Bank of America accounts: Inform Board of amounts in these accounts.
2. Continue discussion of accounts at Morgan Stanley.
3. Continue discussion of SB-929.

New Business:

*Burials & Space purchases since last Board meeting:*

**BURIALS: 4**

Ignacio Casillas – (20-66) – (C-1)  
Earl Ray Carpenter – (18-162) – (c-1)  
Douglas Protzmann – (20-90) (C-1)  
Lois Sward Lieder – (21-132) – (c-1)

**SPACE PURCHASES: 2**

Sharon Protzmann - 1  
Marcela Ayala/Gabriel Castellanos-1

(C-1 or 2)=Companion 1<sup>st</sup> or 2<sup>nd</sup>

(S)=STD

(c-1,2,3,4)=Cremains and #

(I)=Infant