**KINGSBURG CEMETERY DISTRICT**

**P.O. Box 542, Kingsburg, CA 93631**

**MINUTES**

The regular monthly Board of Trustees met on August 24, 2021 at 1:00 PM in the office of the Kingsburg Cemetery District.

**MEETING** was called to order by Chairperson Tamara Jackson at 1:00 PM. Also present were Board members Secretary Wesley Carlson, Vice Chairperson Rick Carsey, Superintendent Carmen Rojas, Jr. and Administrative Secretary Tracey Lyons Nunez.

**PUBLIC INPUT:** None

**Minutes** of the July 27, 2021 meeting were read by Tracey Nunez. Motion to approve the minutes after corrections was made by Tamara Jackson. Second by Wesley Carlson. All in favor. Motion carried.

**CORRESPONDENCE:**

 None

**SUPERINTENDENT’S REPORT:** Inform and update Board. No action to be taken.

1. Superintendent welcomed new Board member Rick Carsey. Rick Carsey was appointed to the Kingsburg Cemetery Board on August 10, 2021 by Fresno County Board of Supervisors. Mr. Carsey has been sworn in.
2. An appointment has been made at Bank of America in Selma to sign a new signature card for Thursday, September 9, 2021 at 10:00 am. Superintendent will find out Friday, August 27, 2021 if all signees have to be present at the same time and will let Board members know.
3. Grounds report: All of the markers have been recently edged.

**PLANNING WORKSHOP:** Board to discuss ideas and goals for future cemetery development.

1. There was further discussion on the open field project. Rick Carsey said that there needs to be a site development plan first. This would include things such as a utility plan, bathrooms, irrigation, sewer, parking etc. He also said there will be no need for an architect since he can do this “in house” and that he could cover the role of a project manager as well. He said he will get a layout printed from Google Earth to mark up and get size projections. He will bring that to the next meeting.

**OLD BUSINESS:**

1. Fresno County Treasury and Bank of America accounts: Inform Board of amounts in these accounts. Fresno County Treasury has a balance of $1,178,030.44. This includes a deposit from County accounts of $11,320.28. The Enhancement account at Bank of America has a balance of $618,494.31 which includes a deposit of $5.01 from interest earned. The B of A checking account has a balance of $38,238.03. There will be an upcoming deposit of approximately $12,000.00. Superintendent recommended no transfer at this time. Information only. No action taken.
2. 2021-2022 Fiscal year budget: Board to review and adopt. Superintendent updated the Board on contracting out bookkeeping work. Steve Jones cannot do this; he is not taking new clients. Teresa Cates & Co. cannot do this either. January through April would not have the staffing at her office. A lady from Fresno may be able to at a cost of $55.00/hour. $7,040.00 was added to the Professional Services for this on the upcoming budget. A motion was made by Tamara Jackson to adopt the corrected 2021-2022 budget. Second by Wesley Carlson. All in favor. Motion carried.

**NEW BUSINESS:**

1. Damaged marker: Inform Board. Superintendent informed Board about a marker that had been damaged. The family just recently brought this to his attention. Superintendent has spoken to John at Beer Monuments and John will provide a price to replace the marker. Wesley Carlson will make a release for the family to sign.

**BOARD COMMENTS:** Board time to make comment(s). No action to be taken by Board.

1. Wesley Carlson: Welcome to Rick.
2. Tamara Jackson: Welcome to Rick.
3. Rick Carsey: Thank you for the welcome.

**ACCOUNT BALANCES, INCOME, and EXPENSES:** please see ***Profit & Loss, Balance Sheet, Sales by Item Summary, Deposit Detail,*** **&** ***Check Detail*** reports for the month of **July 2021.**

**BILLS FOR APPROVAL:** Review all bills and sign checks for the period **August 15, 2021 through August 24, 2021.** A motion was made by Tamara Jackson to pay all bills. Second by Wesley Carlson. All in favor. Motion carried.

**NEXT MEETING:** Will be held on September 28, 2021 at 1:00 PM.

**ADJOURN:** There being no further business, a motion was made by Tamara Jackson to adjourn the meeting. Second by Wesley Carlson. All in favor. Motion carried to adjourn at 2:41 PM.

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Chairperson-Tamara Jackson Secretary-Wesley Carlson

**AGENDA**

The regular monthly Board of Trustee meeting is being held on September 28, 2021 at 1:00 PM in the office of the Kingsburg Cemetery District.

**CALL TO ORDER:**

**ROLL CALL:**

**PUBLIC INPUT:**

**READING OF MINUTES:**

**CORRESPONDENCE:**

**SUPERINTENDENT’S REPORT:** Inform and update Board. No action to be taken.

1. Hand Board copies of new price sheets effective 10-1-2021.
2. Appointment at Bank of America to sign signature card is scheduled for 10:00 AM on September 30, 2021.
3. Damaged marker: Update Board.

**PLANNING WORKSHOP:** Board to discuss ideas and goals for future cemetery development.

1. Continue discussion for future cemetery development.

**OLD BUSINESS:**

1. Fresno County Treasury and Bank of America accounts: Inform Board of amounts in these accounts. Recommend transfer. Recommend transfer.

**NEW BUSINESS:**

1. Temporary worker: Inform Board of details and recommend hiring a temporary groundsman.

**BOARD COMMENTS:** Board time to make comment(s). No action to be taken by Board.

1. Wesley Carlson:
2. Tamara Jackson:
3. Rick Carsey:

**ACCOUNT BALANCES, INCOME, and EXPENSES:** please see ***Profit & Loss, Balance Sheet, Sales by Item Summary, Deposit Detail,*** **&** ***Check Detail*** reports for the month of **August 2021.**

**BILLS FOR APPROVAL:** Review all bills and sign checks for the period **September 15, 2021 through September 28, 2021.**

**NEXT MEETING:** Will be held on October 26, 2021 at 1:00 PM.

**ADJOURN:**

**Pre-Agenda:** Inform Board of known items to be discussed at September 2021 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.

New Business:

*Burials & Space purchases since last Board meeting: (24 working days)*

**BURIALS: 16** **SPACE PURCHASES: 13**

Eugene Earl Martin – (c-2) – (19-189) John Montez - 1

Evelyn Avedikian – (C-2\*) – (17-377) Romana or Gloria Campos - 1

Leo Avedikian – (C-1\*) – (17-377) Mark & Kathy Phelan - 2

Mary Gai – (Urn in casket) - (23-69) Ashley Flores - 2

David Gai – (S) – (23-69) C Helidoro Padilla or Sonia Ruiz - 1

Lurlene V. Petree – (c-2) – (12-47) Sergio D. Nunez or Eleazar Reynoso - 2

Joyce Simmons – (Urn in C-2) – (17-392) Dorene Swart - 1

Horace William May Jr. – (c-1) – (5-287) Romelia Quiroz – 1 (old grounds)

Elvira Avalos – (C-2) – (13-378) Miguel Ramos Bueno and/or Karina

Maria Padilla – (C-1\*) – (23-250) Asiyade Ramos – 2 (old grounds)

Ausencio Campos – (C-1\*) – (17-570)

Patricia Sjostrom – (c-2) – (20-297)

Terry Hillblom – (C-1\*) – (

Judy Montez – (C-1\*) – (23-136)

Evelyn Wilson – (c-1) – (18-351)

Robert Erickson – (C-2\*) – (19-687)

(C-1or 2)=Companion 1st or 2nd

(S)=STD

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

(I)=Infant

**C = Covid**

**Relocate: 0**

**Disinterments:**

**Release of Transfer: 0**

**Space releases back to KCD:**

**Space trades: (2)** Donald Condray to Gary Condray – 12 - 735 & 736

**Services cancelled:**