

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

MINUTES

The regular monthly Board of Trustees met on Tuesday, July 25, 2023, at 1:00 PM in the office of the Kingsburg Cemetery District.

The meeting was called to order by Chairperson Rick Carsey at 1:04 PM. Present were Chairperson Rick Carsey, Secretary Wes Carlson, Vice Chairperson Tamara Jackson, Superintendent Carmen Rojas, Jr., and Office Manager Jennifer Santos.

PUBLIC INPUT: None

Minutes of the regular meeting on June 27, 2023, were reviewed by those present. After a correction was made to the comment section, a motion was made by Vice Chairperson, Tamara Jackson to approve the regular meeting minutes and seconded by Secretary, Wesley Carlson. All in favor, motion carried.

CORRESPONDENCE: None

SUPERINTENDENT'S REPORT: A suggestion was made regarding the movement of the Cemetery's bank accounts from Bank of America in Selma, CA to a local bank in Kingsburg. Once the staff has sufficient direction/information, the new bank will be chosen and an account opened, while leaving the old Bank of America account open long enough for all the transactions to clear.

PLANNING WORKSHOP: Rick Carsey gave an update and stated that Hal Lore Engineering (Civil Engineer) from Clovis, CA has been hired for the Kingsburg Cemetery project. The Cemetery will be requesting quotes for a structural engineer once a builder has been selected. Superintendent, Carmen Rojas, Jr., will work with the landscape engineer, once hired.

OLD BUSINESS:

1. Fresno County Treasury and Bank of America accounts: Inform Board of amounts in these accounts. Bank of America checking balance \$39,972.25 Bank of America Enhancement (savings) account balance is \$786,628.66 after a \$20,000 deposit was made for the 2nd quarter 2023. Fresno County Treasury balance is \$1,432,693.65. After some discussion, a motion was made by Chairperson Rick Carsey to have the Superintendent make a transfer of \$30,000 from the Fresno County Treasury account to the general checking and withdraw \$100,000 from the Fresno County Treasury to open a business checking account with a local bank in Kingsburg. The Cemetery's savings account at B of A in Selma, CA will be moved to a local bank as well. This motion was seconded by Vice Chairperson Tamara Jackson. All in favor and motion carried.
2. Superintendent updated Board regarding replacement of back shop compressor.

NEW BUSINESS:

1. Headstone: After discussion, the headstone for the burial space in the old grounds will be allowed on the condition that the size of the headstone does not interfere with the grave work on either side or end of said space. Also, Kingsburg Cemetery District will require a concrete slab to be poured under the headstone. The Superintendent will check measurements before approving the headstone at the monument works.
2. Fiscal Year 2023-2024 Budget: After reviewing the 2023-2024 budget proposal and adjustments were made by the Board, a motion to adopt the budget was made by Vice Chairperson Tamara Jackson and seconded by Secretary Wes Carlson. All in favor, motion carried.

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

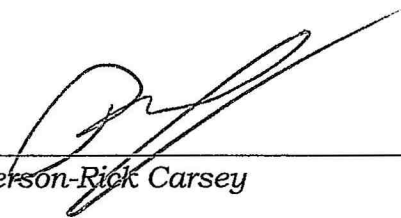
1. Wesley Carlson: Wes wanted to express his appreciation of how well the Kingsburg Cemetery is kept up and how important it is to the local community.
2. Tamara Jackson: none
3. Rick Carsey: none

ACCOUNT BALANCES, INCOME, and EXPENSES: please see **Profit & Loss, Balance Sheet, Sales by Item Summary, Deposit Detail, & Check Detail** reports for the month of **June 2023**.

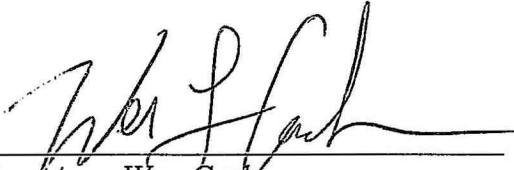
BILLS FOR APPROVAL: Review all bills and sign checks for the period **July 15, 2023**, through **July 25, 2023**. A motion was made by Tamara Jackson to pay all bills provided. Seconded by Wes Carlson. All in favor. Motion carried.

NEXT MEETING: The next meeting will be held on Tuesday, August 22, 2023, at 1:00 PM.

ADJOURN: There being no further business, a motion was made by Tamara Jackson to adjourn the meeting. Second by Wes Carlson. All in favor and approved. The meeting was adjourned at 2:45pm.



Chairperson-Rick Carsey

ATTEST 

Secretary-Wes Carlson