

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

MINUTES

The regular monthly Board of Trustee meeting met on September 24, 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 August 27, 2019 meeting were partially read by Tracey Nunez. Motion to approve the minutes was made by Janet Larson. Second by Wesley Carlson. 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 has a balance of \$823,670.53. The current balance in the Bank of America Enhancement account is \$472,350.40. Bank of America checking account has a balance of \$52,933.86. No transfer is needed at this time.
2. Accounts at Morgan Stanley: Continue discussion on moving accounts. Wesley Carlson explained that Thiesen & Dueker's investment fees would be consistent with Morgan Stanley. Thiesen & Dueker's fees would be .25 - .75%. Wesley Carlson made a motion to proceed with going forward with Thiesen & Dueker as Kingsburg Cemetery District's advisor for investments. Second by Janet Larson. All in favor. Motion carried.
3. SB 929-District web site: Update Board. Board was given update that staff has been working with Streamline via webinars, phone calls and emails to progress in getting the KCD website up and running. Staff was instructed to continue working with Streamline setting up the district's website and to go live when possible.
4. Mechanic/Groundsman position opening: Update Board. Superintendent informed Board that Phillip "Casey" Addison Calloway was offered the Mechanic/Groundsman position and that he had accepted. He will start work on October 7, 2019. The position will start at \$16.00 per hour upon completion of physical and drug test. There will be a 30 day probation period. Information only.

NEW BUSINESS:

1. PG&E to trim Camphor tree in Block "D": Inform Board of details. On 9/13/2019 Omar Ceballos from ACRT , an independent company hired by PG&E informed Superintendent that the camphor tree in the south-east corner of the cemetery at 10th and Clarkson Avenues will need to be trimmed back from the power lines. The amount of tree trimmed is to be 5 feet away from the high voltage line. A supervisor will be sent at the time of the work to assure that the tree cutting will be done with "integrity". This work will begin in approximately 6-8 weeks (from 9/13/2019). Information only.
2. Undeveloped property-Presentation by Mr. Rick Carsey. Work needed to develop empty field. Mr. Carsey did not make it to the meeting. He will be re-contacted by Stan Palm to set a new date to attend a Board meeting. Stan Palm will also provide KCD staff a telephone number for Mr. Carsey.

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

BILLS FOR APPROVAL: Review all bills and sign checks for the period of **September 15, 2019 through September 24, 2019**. A motion was made by Wesley Carlson 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 October 29, 2019 at 1:00 PM. This meeting will be on the 5th Tuesday of October at the request of Board member Wesley Carlson.

ADJOURN: There being no further business and upon motion made by Janet Larson, second by Stan Palm. All in favor. Motion carried to adjourn at 2:09 PM.

Chairperson, Stan Palm

ATTEST _____
Secretary-Wesley Carlson

AGENDA

The regular monthly Board of Trustee meeting is held on October 24, 2019 at 1:00 PM in the office of the Kingsburg Cemetery District.

CALL TO ORDER:

ROLL CALL:

PUBLIC INPUT:

READING OF MINUTES:

CORRESPONDENCE:

OLD BUSINESS:

1. Fresno County Treasury and Bank of America accounts: Inform Board of amounts in these accounts. Recommend transfer.
2. Accounts at Morgan Stanley: Update Board on moving accounts to Thiesen & Dueker and sign documents.
3. SB929 District website: Update Board about district website.

NEW BUSINESS:

1. Undeveloped property: Mr. Rick Carsey will inform of work needed to develop empty property.
2. Incidents on cemetery grounds: Inform Board of incidents on cemetery grounds.
3. Closed session minutes of August 2019 Board meeting: Sign minutes from that meeting.
4. November/December 2019 Board meeting: Board will consider combining these meetings as one.
5. AB1234 Ethics training: Inform Board member training that is due November 2019.

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

BILLS FOR APPROVAL: Review all bills and sign checks for the period of **October 15, 2019 through October 29, 2019.**

NEXT MEETING: Will be held on December 10, 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. Update Boards of accounts at Morgan Stanley.

New Business:

1. Quotes for 2020 group health plan.
2. Employee reviews.

Burials & Space purchases since last Board meeting:

BURIALS: 11

Shigeo Yokota – (17-290) – (2 urns in 32” infant)
Rosie E. Yokota – (17-290) – (2 urns in 32” infant)
Leo Sanchez – (23-170) – (C-1*)
Arthur Gonzales – (20-116) – (C-1*)
Lee Roy Rogers - (22-124) - (C-1*)
Patricia Renn – (17-281) – (C-2)
Mary Gonzales – (20-92) – (S)
Lorraine Groeling – (6-360) – (c-1 in 2nd Comp)
William Edward Burnett – (A-25-5) – (c-1)
Marie Bowlin – (13-295) – (S)
Scott Lieder – (18-243) – (c-1)

SPACE PURCHASES: 6

Stella Murrieta - 1
Ron & Patty Esau - 1
Patricia Lynn Caporale - 1
Rachel Timonen -1
Linda Lieder - 1
Joan Bishop - 1

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

(S)=STD

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

(I)=Infant

Relocate: 0

Disinterments: 0

Space releases back to KCD: