

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

MINUTES

The regular monthly Board of Trustees met on Tuesday, January 24, 2023, at 1:00 PM in the office of the Kingsburg Cemetery District.

Meeting was called to order by Chairperson Wesley Carlson, at 1:04 PM. All Board Members and Superintendent, Carmen Rojas, Jr. were present as well as Office Manager, Jennifer Santos.

PUBLIC INPUT: None

Minutes of the regular monthly meeting on December 6, 2022, and the Special meeting held on January 13, 2023, were reviewed by those present. A motion was then made by Vice Chairperson Rick Carsey to approve the regular meeting minutes and seconded by Secretary, Tamara Jackson. All in favor, motion carried.

A motion was made by Secretary, Tamara Jackson to approve the Special Meeting minutes from January 13, 2023. Seconded by Vice Chairperson, Rick Carsey. All in favor. Motion carried.

CORRESPONDENCE:

1. Informed Board of SDRMA Loss Prevention Reimbursement amount of \$1,000.
2. Informed Board of amount received for handling indigent cremains burial per agreement with Tulare County =\$5,140 which includes cost of the burial vault/crypt.

SUPERINTENDENT'S REPORT:

1. Informed Board of AOWP participant injuring his back today while picking up flowers. He was sent to Kings Industrial Medical Center for treatment. More information to follow at next meeting.

PLANNING WORKSHOP: Board Member Rick Carsey had no updates from the City of Kingsburg. Possibly more information will be available at the February 2023 meeting. He also discussed the probable need to hire engineers for the project and estimated the costs to be: Architectural engineer \$15,000, Civil Engineer \$10,000 & Landscape Engineer \$5,000.

OLD BUSINESS:

1. Fresno County Treasury and Bank of America accounts: Inform Board of amounts in these accounts. Bank of America checking balance \$103,712.42. Bank of America Enhancement (savings) account balance is \$748,590.93. Fresno County balance approximately \$1,231,612.99, since county statements had not yet come in. Board was informed of the interest rate paid at Fresno County. Hand outs were provided to each Board Member.
2. Informed Board of actual cost to repair west Cemetery well was \$9,202.09. This was \$348.62 over the estimated amount.
3. Large Gathering on cemetery grounds: After discussion, Superintendent was asked to order "Cemetery Etiquette" signs to be posted at all drive-in gates. Example was provided by Reedley Cemetery's signage. Kingsburg Cemetery Rules and Regulations to be amended to include this policy.
4. Showed Board bids for new tractor: 2023 John Deere 5050E and a John Deere 5045 E. Pricing comparable with all bids, but discission was made to purchase the 2020 John Deere in part because it is available immediately, where 2023 models could take anywhere from 6-12 months.

NEW BUSINESS:

1. Elect Board Officers for 2023: Board Officers for 2023 to be as follows: Chairperson=Rick Carsey, Vice Chairperson=Tamara Jackson and Secretary=Wesley Carlson. A motion was made by Wesley Carlson and seconded by Tamara Jackson. All in favor, motion carried.
2. Form 700: All 3 board members were given blank copies of the Form 700 for the 2022 year along with copies of their 2021 forms to use as reference, if needed.
3. Crypt Cost to Increase: After discussion, a motion to adjust Kingsburg Cemetery District's resale price of crypts and urns to cover the cemetery's cost increase and delivery fee was made by Tamara Jackson and was seconded by Wesley Carlson. All in favor, motion carried.
4. Bank account at Bank of America: After discussion of the cemetery's checking account being compromised and fraudulent charges had been made, a board member offered to check with our local Kingsburg banks; Westamerica Bank and Citizen's Bank to see what they have to offer and to possibly move accounts from Bank of America in Selma, CA. Additional information at next meeting.
5. Juneteenth: Board agreed to add Juneteenth, June 19th, to the list of paid Holidays for the Kingsburg Cemetery District employees. Juneteenth is to be observed on June 19th or the closest working weekday if the 19th lands on a weekend day.

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

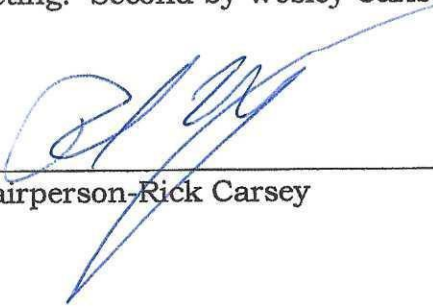
1. Wesley Carlson: none
2. Tamara Jackson: none
3. Rick Carsey: none.

ACCOUNT BALANCES, INCOME, and EXPENSES: please see *Profit & Loss, Balance Sheet, Sales by Item Summary, Deposit Detail, & Check Detail* reports for the month of **December 2022**.

BILLS FOR APPROVAL: Review of all bills and sign checks for the period **January 1, 2023, through January 24, 2023**. A motion was made by Wesley Carlson come by the cemetery office to sign checks once they are ready and seconded by Tamara Jackson. All in favor. Motion carried.

NEXT MEETING: The next meeting will be held on Tuesday, February 28, 2023, at 1:00 PM.

ADJOURN: There being no further business, a motion was made by Rick Carsey to adjourn the meeting. Second by Wesley Carlson. All in favor and approved. Meeting was adjourned at 2:30 PM.



Chairperson-Rick Carsey

ATTEST



Secretary-Wesley Carlson