

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

MINUTES

The regular monthly Board of Trustees meeting, which was scheduled on Tuesday, April 23, 2024, was adjourned at 1:00pm by Superintendent Carmen Rojas, due to lack of a quorum and was postponed until Tuesday, April 30, 2024, at 9:00am and was held in the office of the Kingsburg Cemetery District.

The meeting was called to order by Chairperson Tamara Jackson at 9:05am. Present were Chairperson Tamara Jackson, Vice Chairperson Wes Carlson, Superintendent Carmen Rojas, Jr., and Office Manager Jennifer Santos. Secretary Rick Carsey was absent.

PUBLIC INPUT: None

READING OF MINUTES: Minutes of the meeting from March 26, 2024, were reviewed by all present. After minor changes, a motion was made to approve the minutes by Chairperson Tamara Jackson and seconded by Vice Chairperson Wes Carlson. All in favor, motion carried.

CORRESPONDENCE: Copies of the California Special District magazine were distributed to the Board.

SUPERINTENDENT'S REPORT: 1.) Superintendent Carmen Rojas informed the Board of the death of Dr. Edward Allen Shaw in March 2024. His family may be in contact with the Kingsburg Cemetery to bury his mementos as approved by the Board at a previous meeting.

PLANNING WORKSHOP: The Board was informed that the Condition of Title report was received from Chicago Title on the two (2) parcels of the Kingsburg Cemetery land to be developed. The cost was \$950.

OLD BUSINESS:

1. Fresno County Treasury and Bank of America accounts: Inform Board of amounts in these accounts. Bank of America checking balance \$79,718.62, Bank of America Enhancement (savings) account balance is \$786,687.80. WestAmerica Bank checking account \$92,649.88 & WestAmerica Bank savings \$200. Fresno County Treasury balance is \$1,380,482.59. No transfer is currently needed.
2. Employee Handbook: After review and discussion of the Kingsburg Cemetery District employee handbook changes and updates, a motion was made by Wes Carlson to approve the new policies and changes. Seconded by Tamara Jackson. All in favor, motion carried.

NEW BUSINESS:

1. Veteran Burial: Informed Board of details and scheduled date and time of burial for a returning Veteran who was killed in action in Korea in 1950 and is now identified. A burial with full military honors is set for 2:00pm, Tuesday, April 30, 2024.
2. Closed Session: Employee matter. Nothing to report out.

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

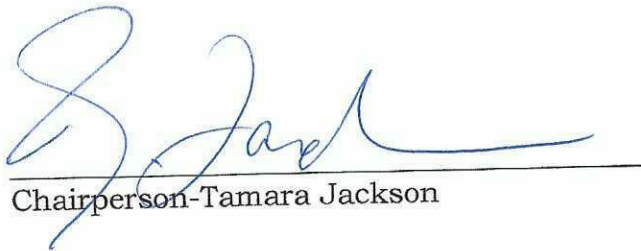
1. Wesley Carlson: He asked if portable restrooms will be available for Memorial Day Weekend. Yes, they will.
2. Tamara Jackson: none
3. Rick Carsey: (absent) none.

ACCOUNT BALANCES, INCOME, and EXPENSES: please see **Profit & Loss, Balance Sheet, Sales by Item Summary, Deposit Detail, & Check Detail** reports for the month of **March 2024**.

BILLS FOR APPROVAL: Review all bills and sign checks for the period **April 16, 2024**, through **April 30, 2024**. A motion was made by Tamara Jackson to pay all bills provided. Seconded by Wes Carlson. All in favor. Motion carried.

NEXT MEETING: There will be no meeting held in the month of May, therefore the next meeting will be held on Tuesday, June 25, 2024, at 1:00pm.

ADJOURN: There being no further business, a motion was made by Tamara Jackson to adjourn the meeting. Seconded by Wes Carlson. All in favor and approved. The meeting was adjourned at 9:55am.



Chairperson-Tamara Jackson

ATTEST 

Vice Chairperson-Wes Carlson