

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

MINUTES

The regular monthly Board of Trustees met on Tuesday, June 27, 2023, at 1:00 PM in the office of the Kingsburg Cemetery District.

The meeting was called to order by Chairperson Rick Carsey at 1:07 PM. Present were Chairperson Rick Carsey, Secretary Wes Carlson, Vice Chairperson Tamara Jackson and Superintendent Carmen Rojas, Jr., and Office Manager Jennifer Santos.

PUBLIC INPUT: None

Minutes of the regular meeting on April 25, 2023, were reviewed by those present. After corrections were made, a motion was made by Vice Chairperson, Tamara Jackson to approve the regular meeting minutes Seconded by Secretary, Wesley Carlson. All in favor, motion carried.

CORRESPONDENCE:

1. SDRMA 2023 Board of Directors Election -Informed Board and asked if they wished to vote. After discussion, the Board took no action.
2. 2023 CSDA Annual Leadership Conference-Informed Board of Conference in Monterey, CA from August 28-31, 2023. No interest was expressed.

SUPERINTENDENT'S REPORT:

There is no update at this time regarding repairs needed for the damaged fence and gate. It is possible that Kingsburg Cemetery District will need to get a permit to break out the cement and repour it since the sidewalk is within the Kingsburg City limits. No action taken at this time.

PLANNING WORKSHOP: Rick Carsey gave an update stating that the City of Kingsburg needs a site drainage plan and a soils report. He noted that Kingsburg Cemetery District will soon need to hire 3 types of engineers, Landscape, Civil & Structural, to draft plans for the project and we should increase the budget for the upcoming year to include about \$35,000 to cover their costs.

OLD BUSINESS:

1. Fresno County Treasury and Bank of America accounts: Inform Board of amounts in these accounts. Bank of America checking balance \$40,312.29 Bank of America Enhancement (savings) account balance is \$766,622.36. Fresno County Treasury balance \$1,457,693.65. A motion was made by Chairperson Rick Carsey to transfer \$25,000.00 from the Fresno County account to be deposited to the Cemetery's general checking account and seconded by Tamara Jackson, Vice Chairperson. All in favor and motion carried.

NEW BUSINESS:

1. Update on Fiscal Year 2021-2022 Audit: Financial Auditor Rob Dennis reviewed the 2021-2022 audit with the Board via telephone conference. Mr. Dennis answered various questions asked by the Board. No action taken.
2. Review Audit Proposals: After reviewing the audit proposals received, a motion was made by Chairperson Rick Carsey to enter into an agreement with Adair and Evans Accounting. The motion was seconded by Wes Carlson. All in favor, motion carried.
3. Hired New Employee: Informed Board of newly hired grounds man and starting salary.
4. Aramark Uniforms: After discussion, the Board was in agreement to purchase grounds men work shirts with the company name and give each of the grounds men an allowance to purchase work pants. Amounts and frequency to be determined at a later meeting.

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

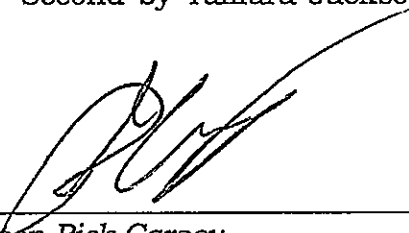
1. Wesley Carlson: none
2. Tamara Jackson: Tamara asked if the Bank of America accounts had been moved. No, they have not.
3. Rick Carsey: none

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

BILLS FOR APPROVAL: Review all bills and sign checks for the period **June 15, 2023, through June 26, 2023.** A motion was made by Tamara Jackson to pay all bills provided. Seconded by Rick Carsey. All in favor. Motion carried.

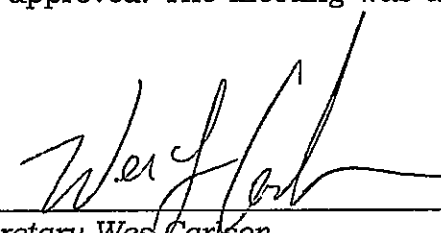
NEXT MEETING: The next meeting will be held on Tuesday, July 25, 2023, at 1:00 PM.

ADJOURN: There being no further business, a motion was made by Rick Carsey to adjourn the meeting. Second by Tamara Jackson. All in favor and approved. The meeting was adjourned at 3:31pm.



Chairperson-Rick Carsey

ATTEST



Secretary-Wes Carlson