**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR MEETING**

**HAPPY NEW YEAR!!!**

**January 21, 2021 @ 8:00 a.m.**

**Teleconferenced**

**Government Code #54953(b)**

**MINUTES**

1. **Call To Order:**@**8:00 a.m. by Trustee Qualm- Welcome!**
2. **Pledge of Allegiance:** Trustee Qualm-all others silent
3. **Roll Call**

Chair Qualm,Vice-Chair Reese, (Congratulations!)

Trustee Vanderhaak, Trustee Dugan, Trustee Davis,

General Manager, Cindi Beaudet

**Motions to Excuse:** None

**Visitors:** NONE

**Public Comments:**

At this time, members of the public are invited to address the Board concerning any items on the Agenda, or on any other matters that are not on the Agenda but are within the subject matter jurisdiction of the District. Request must be submitted in person prior to the start of the meeting. Every person will be allowed 5 minutes to address the Board of Trustees; in accordance with State Law, (Brown Act) all items to be acted on must be posted 72 hours in advance.

1. **Consent Calendar: A motion was made by Trustee Davis to accept the Consent Calendar as presented, seconded by Trustee Vanderhaak and passed with a 5/0 vote.**

All matters on the Consent Calendar are considered routine and may all be approved by one motion. Any member of the Board or the public may request an item be removed from the Consent Calendar for discussion or separate action. Unless otherwise specified in the request to remove an item from the Consent Calendar, all items shall be considered immediately following action on the remaining items on the Consent Calendar.

1. **Approval of Minutes**

R*ecommendation:* That the Board approve the minutes of the Regular Board Meeting of November 19, 2020

1. **Approval of Check Registers**

*Recommendation:* That the Board approves the November- December- 2020 Check Register Nos. 101100, 101200 and 101300.

1. **Approval of Bookkeeper Report**

*Recommendation:* That the Board receives and files the

November-December 2020 Bookkeeper Reports.

1. **Action Items**
2. **Linda S Glau,2021- ENGAGEMENT LETTER: A motion was made by Trustee Dugan to accept the 2021 engagement letter presented by Linda Glau CPA, seconded by Trustee Vanderhaak and passed with a 5/0 vote.**

*Recommendation:* That the Trustees read and approve the engagement letter of Linda Glau our bookkeeper for the District.

1. **COVID-19 MEDICAL LEAVE PAY : A motion was made by Trustee Reese and seconded by Trustee Davis to approve the 10 COVID pay to the employees as a one-time pay before having to use their vacation time, and that the employee must present a positive reading from his dr or medical provider. No others will be accepted. Passed with a 5/0 vote.**

*Recommendation:* Congress has not pushed the bill through (2021) to have the businesses pay 14 days of medical leave if the employee test positive. I recommend the Trustees and Manager discuss some options, taking the employees into consideration and come up with a fair accommodation.

1. **Covid-19 RATIFIED EMERGENCY ORDERS : Additions to the emergency orders were read and accepted. Motion was made by Trustee Vanderhaak and seconded by Trustee Reese. Passed with a 5/0 vote.**

*Recommendation:* That the Trustees ratify the emergency order as presented by the General Manager for the safety of the staff, mortuaries, and visitors.

1. **Financial Reports: A motion was made by Trustee Vanderhaak to receive and file the November-December 2020 financials. Seconded by Trustee Dugan and passed with a 5/0 vote.**

A. November-December 2020 Balance Sheet

B. November-December 2020 Profit and Loss

C. November-December 2020 Stifel Investments; principal and interest

**7. General Managers Reports: Received**

1. November- December 2020 Revenues

B. November-December 2020 Plot Inventories

C. November-December 2020 Depletion

D. No Trespassing signs put up on 52 acres

E. Securitized Limited Obligation (SLONs)

F. AB 992- Trustees responding via social platforms

G. AB-685 OSHA reporting requirements

H. Email thread between water district, RBF and myself

I. Flowers sent on behalf of the TPCD to Trustee Al Vollbrecht of the Murrieta Cemetery District

**8. General Counsel Reports**

**9. Fiscal Year 2020-2021 Subcommittees**

1. 52-acre Cemetery Property (**Vanderhaak-Davis)**
2. Landscape Plan (**Dugan-Qualm**)
3. Cenotaph/ Ossuary (**Vanderhaak-Reese**)

D. Conférence Liaison (**Davis-Dugan**)

E. Polices (**Qualm-Davis**)

F. General Price List (**Qualm-Reese**)

**10.** **Future Trustee Agenda Items:**

General Contractors

Dry Utilities

RCWD

Transportation

Stewart Title

**11.CLOSED SESSION ITEMS:**

1. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED INITIATION OF LITIGATION**

Pursuant to Government Code of Section 54956.9 (d) (**one potential case**)

**B**. **Closed Session Announcement**

**12**. **Board Comment:**

Trustee Reese needs to take the Brown Act webinar before June 30, 2021 to stay current.

**Trustee Reese requested 2018-2020 Burial rights to use on a software program called “Python” to see if he can get an projected forecast on the depletion of graves.**

**13**. **Announcements:**

New grounds man hired 01/04/2021

Avel Walker

**14**. **Adjournment Time: 9:25 am.**

**1st Motion: Trustee Davis**

**2nd Motion: Trustee Vanderhaak**

**All in Favor: 5/0**

Next Regular Board Meeting – February 18, 2021