**MINUTES**

**REGULAR BOARD MEETING**

**TEMECULA PUBLIC CEMETERY DISTRICT**

 **41911 C St, Temecula, Ca 92592**

**951-699-1630**

1. **CALL TO ORDER:** Trustee Dugan @ 8:00 AM
2. **FLAG SALUTE :** Trustee Dugan
3. **ROLL CALL:**

 Vice Chair Dugan, Trustee Qualm, Trustee Vanderhaak,

Trustee Kelleher, General Manager, Beaudet, Administration, Santos

1. **MOTIONS TO EXCUSE:** Chair- Davis

The motion was made by Trustee Vanderhaak and seconded by Trustee Kelleher, it passed with a 4/0 vote.

1. **VISITORS:** None
2. **PUBLIC COMMENTS:**

Currently, 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. Requests must be submitted in writing or 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.

**CONSENT CALENDAR:** The motion was made by Trustee Kelleher and seconded by Trustee Qualm to accept the consent calendar as presented. The vote passed with a 4/0 vote.

All matters listed under the Consent Calendar are considered routine and may all be approved by one motion. There will be no discussion of these items unless members of the Board or the public request an item be removed from the Consent Calendar for separate action. A total of five minutes is provided for members of the public to address the Trustees on items that appear on the consent calendar. 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 July 20, 2023

1. **APPROVAL OF CHECK REGISTERS**

*Recommendation:* That the Board approves the July 2023 Check Register Nos. 101100, 101200 and 101300.

1. **APPROVAL OF BOOKKEEPER REPORT**

*Recommendation:* That the Board receives and files the

July 2023 Bookkeeper Report

**ACTION ITEMS:**

**LAFCO-2023 OVERSIGHT BOARD BALLOT** The motion was made by Trustee Vanderhaak and seconded by Trustee Kelleher to nominate Steven Pastor for the LAFCO oversight Board. The vote passed with a 4/0 vote.

*Recommendation:* That the Trustees select one candidate

**9. FINANCIAL REPORTS:** The motion was made by Trustee Vanderhaak and seconded by Trustee Kelleher to receive and file the July financials. The vote passed with a 4/0 vote.

A. July 2023 Balance Sheet

B. July 2023 Profit and Loss- Budget not entered.

C. July 2023 Stifel Investments; principal and interest

D. Stifel Reinvestments

**10 . GENERAL MANAGERS REPORTS:** The motion was made by Trustee Qualm and seconded by Trustee Vanderhaak to accept the general managers’ report. The vote passed with a 4/0 vote.

1. July 2023 Revenues
2. July 2023 Inventory
3. July Burial Calendar
4. Monterey- Hotel Pacific reservation
5. Special District Property Taxes 06-30-2023

**11. FISCAL YEAR 2023-2024 SUBCOMMITTEES-**

1. 52-acre Cemetery Property (**Qualm, Dugan)**
2. Landscape Plan (**Vanderhaak, Davis**)
3. Cenotaph/ Ossuary (**Dugan, Qualm**)
4. Conférence Liaison (**Kelleher, Vanderhaak**)
5. Polices (**Dugan, Kelleher**)
6. General Price List (**Davis-Vanderhaak**)
7. Investments (**Qualm-Dugan**)

**12**. **ITEMS FOR FUTURE TRUSTEE AGENDAS**

Any Trustee may request an item to be placed on a future agenda. Any such request will be discussed only under this section. In making the request, a Trustee may briefly describe the topic of the proposed agenda item. This description shall not exceed 5 minutes. No substantive discussion on the subject or a motion may occur.

* **General Manager Performance Review**

**13.** **CLOSED SESSION ITEMS: Gustavo Lamanna- Attorney at Law**

**The motion was made by Trustee Vanderhaak to go into closed session at 8:59 am., seconded by Trustee Qualm. The vote passed with a 4/0 vote.**

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

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

**The motion was made by Trustee Vanderhaak to exit closed session at 9:05 am., seconded by Trustee Kelleher. The vote passed with a 4/0 vote.**

1. **Nothing to report**

**14**. **ADJOURNMENT: The motion was made by Trustee Kelleher to adjourn the regular Board meeting at 9:05 a.m. Seconded by Trustee Vanderhaak and passed with a 4/0 vote.**

The Next Regular Meeting of the Temecula Public Cemetery Board of Trustees will be held on Thursday, September 21, 2023, at 8:00 a.m.