**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR MEETING**

**41911 C street**

**Temecula, Ca 92592**

**October 17, 2019**

**8:00 a.m.**

**MINUTES**

1. **Call To Order : 8:00 a.m.**
2. **Pledge of Allegiance:** Led by Trustee Dugan
3. **Roll Call**

Chair Vanderhaak, Vice-Chair Qualm, Trustee Reese, Trustee Dugan General Manager, Cindi Beaudet

**Motions To Excuse:** Craig Davis

**Visitors:**

**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. Each individual 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. **CLOSED SESSION ITEMS:**
2. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED INITIATION OF LITIGATION**

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

B. **Closed Session Announcement: No reportable action**

1. **Consent Calendar: Motion was made by Trustee Reese to accept the consent calendar as presented, seconded by Trustee Dugan and passed 4/0.**

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 September 19, 2019.

1. **Approval of Check Registers**

*Recommendation:* That the Board approves the September 2019 Check Register Nos. 101100, 101200 and 101300.

1. **Approval of Bookkeeper Report**

*Recommendation:* That the Board receive and file the September 2019 Bookkeeper Reports.

1. **Action Items**
2. Investments with Wells Fargo

*Recommendation:* Sandra Wheeler our Wells Fargo Investment broker has moved to Stifel. She would like to see the Trustees transfer the Districts account numbers,

5397-7799, Principle and 5559-0516 Interest, from Wells Fargo to Stifel Investments. She has assured the Investment committee that there will be no penalties in doing so. Any transfer fees that Wells Fargo will pass onto us Stifel has said they will absorb those costs.

**Motion was made by Trustee Dugan to transfer our Principle and Interest account from Wells Fargo to Stifel immediately, seconded by Trustee Reese and passed 4/0.**

7**. Financial Report: Motion was made by Trustee Reese to receive and file the September financials, seconded by Trustee Dugan and passed/0.**

A. September 2019 Balance Sheet

B. September 2019 Profit and Loss

C. September 2019 Wells Fargo Investments; principle and interest

8**. General Managers Reports**

1. September 2019 Revenues

B. September 2019 Plot Inventories

C. September Depletion

D. SDRMA –Workers Compensation- No paid Claims

E. SDRMA – Presidents award- Liability

9**. General Counsel Reports**

10**. Fiscal Year 2019-2020 Subcommittees**

1. 52 acre Cemetery Property (Dugan, Qualm**)** GM. to report
2. Landscape Plan (Vanderhaak, Reese)

C. Cenotaph/ Ossuary (Reese, Davis)

D. Investment (Davis, Dugan)

E. Conference Liaison (Vanderhaak, Reese) Report from Trustee Reese and Trustee Vanderhaak- CSDA Conference

F. Policies (Dugan, Reese)

G. Trustee Dugan to review with BOT

Policy # 1040, Reserve and Fund Balance-

policy to be approved by the Board. Motion was made by Trustee Reese to approve policy number 1040, seconded by Trustee Dugan and passed 4/0.

H. General Price List (Vanderhaak, Davis)

11**.** **Future Trustee Agenda Items:**

General Contractors

Dry Utilities

Water- RCWD

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

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

Christmas Dinner, December 07, 2019 @ Luke’s on Front St

**14**. **Adjournment Time: 9:55 A.M.**

**1st Motion: Trustee Dugan**

**2nd Motion: Trustee Reese**

**Passed, 4/0.**

Next Regular Board Meeting – November 21, 2019