**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

 **REGULAR MEETING**

**41911 C street**

**Temecula, Ca 92592**

**January 16, 2020 @ 8:00 a.m.**

**HAPPY NEW YEAR!**

**MINUTES**

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

Chair Vanderhaak, Vice-Chair Qualm, Trustee Reese, 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. 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: 8:02 a.m. - 8:49 a.m.**
2. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED INITIATION OF LITIGATION**

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

1. **Public Employee Performance Evaluation**

Pursuant to Government Code Section 54954.5

**Title: General Legal Counsel**

C. **Closed Session Announcement: Nothing to Report**

1. **Consent Calendar: Motion was made by Trustee Davis to accept the Consent Calendar as presented, seconded by Trustee Reese and passed 5/0.**

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 November 21, 2019.

1. **Approval of Check Registers**

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

1. **Approval of Bookkeeper Report**

*Recommendation:* That the Board receives and files the November-December 2019 Bookkeeper Report

1. **Action Items**
2. **Linda S Glau, Services provided**

*Recommendation:* An engagement letter to the BOT from Linda Glau CPA outlining the terms and conditions of her services provided to the District for Fiscal Year ending June 30, 2020

**Motion was made by Trustee Dugan to accept the written terms for 2020, seconded by Trustee Reese and passed 5/0.**

1. **Temecula Valley Chamber – Citizen of the year**

*Recommendation:* That the BOT discuss the candidates biographies and choose one nominee. Have the GM forward the ballot to the chamber on or before January 24, 2020. Citizen of the year will be announced at the February 2020 Awards Gala.

**Motion was made by Trustee Davis to nominate Becky Young, seconded by Trustee Reese and passed 5/0.**

7**. Financial Report:**

A. November 2019 Balance Sheet and Profit and Loss

B. December- 2019 Balance Sheet and Profit and Loss

C. November and December 2019 Wells Fargo/ Stifel Investments; principle and interest

 **Motion was made by Trustee Qualm to receive and file the November, December 2019 financials, seconded by Trustee Reese and passed 4/0.**

**Trustee Dugan stepped out during the vote.**

8**. General Managers Reports**

1. November-December 2019 Revenues

B. November-December 2019 Plot Inventories

C. November-December Depletion

D. November-December Calendar

E. November-December calendar

**General Manager’s report was discussed; there was nothing to act on.**

9**. General Counsel Reports**

 **Nothing to report**

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

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

C. Cenotaph/ Ossuary (Reese, Davis)

D. Investment (Davis, Dugan)

E. Conference Liaison (Vanderhaak, Reese)

F. Policies (Dugan, Reese) #1050 Copying Public Documents and #1080- Brown Act Compliance.

H. General Price List (Vanderhaak, Davis)

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

General Contractors

Dry Utilities

RCWD

Transportation

CAPC Conferences, clarify who’s to go.

Auditor

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

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

CAPC Annual Conference February 20, 2020, BOT motion to move regular board meeting, scheduled February 20, 2020 to February 27, 2020

**Motion was made by Trustee Reese to move February 20th meeting to February 27th to accommodate managers conference date, seconded by Trustee Dugan and passed 5/0.**

**14**. **Adjournment Time: 9:39 a.m.**

**1st Motion: Trustee Reese**

**2nd Motion: Trustee Dugan**

**Passed: 5/0**

Next Regular Board Meeting – **February 27, 2020**