**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR MEETING**

**41911 C street**

**Temecula, Ca 92592**

**August 15, 2019**

**8:00 a.m.**

**MINUTES**

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

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

Legal Counsel, Steve Quintanilla, ~~(Robert Lee by phone if necessary)~~

**Motions To Excuse:** **Motion was made by Trustee Dugan to excuse Trustee Qualm and Trustee Davis seconded by Trustee Reese and passed 3/0.**

1. **Agenda approved item- Motion was made by Trustee Reese to approve the urgency item # G seconded by Trustee Dugan and passed 3/0.**

**Visitors:** **None**

**Public Comments: None**

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 Dugan to accept the consent calendar as presented seconded by Trustee Reese and passed 3/0.**

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 July 18, 2019.

1. **Approval of Check Registers**

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

1. **Approval of Bookkeeper Report**

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

1. **Action Items**
2. **General Managers Employment Agreement 2019-2020 –Motion was made by Trustee Dugan to accept the Managers employment agreement, seconded by Trustee Reese and passed 3/0.**

*Recommendation:* That the Trustees report out in the open session

1. **Draft Memorial Marker Policy #5030-Motion was made by Trustee Reese to approve Policy 5030, seconded by Trustee Dugan and passed 3/0.**

*Recommendation:* That the BOT reviews the draft policy approve if all agree

1. **Draft Memorial Benches Policy #5020- Motion was made by Trustee Reese to approve Policy 5020, seconded by Trustee Dugan and passed 3/0.**

*Recommendation:* That the BOT reviews the draft policy approve if all agree

1. **Draft Niche Cover Plate Engraving Policy #5025- Motion was made by Trustee Reese to approve Policy 5025, seconded by Trustee Dugan and passed 3/0.**

*Recommendation:* That the BOT reviews the draft policy approve if all agree

1. **Resolution 2019- adopting Revised memorial marker and niche plate policies. Motion was made by Trustee Reese to approve two resolutions 2019-1 Niche engraving and**

**2019-2 marker policy, seconded by Trustee Dugan and passed3/0.**

*Recommendation:* That the BOT approves Resolution number 2019-

1. **Motion was made by Trustee Dugan to not attend the local area meeting, seconded by Trustee Reese and passed 3/0.**

*Recommendation:* That the BOT discusses their attendance. The Regular BOT meeting will need to be moved to accommodate the visit.

1. **County Budget Resolution- Motion was made by Trustee Reese to accept the county budget as presented, seconded by Trustee Dugan and passed 3/0.**

*Recommendation:* That the BOT accepts the budget to be presented to the County.

7**. Financial Report- Motion was made by Trustee Reese to receive and file the July financials, seconded by Trustee Dugan and passed 3/0.**

A. July 2019 Balance Sheet

B. July 2019 Profit and Loss

C. July 2019 Wells Fargo Investments; principle and interest

8**. General Managers Reports- Motion was made by Trustee Reese to receive the managers’ report, seconded by Trustee Dugan and passed 3/0.**

1. July 2019 Revenues

B. July 2019 Plot Inventories

C. July Depletion

D. July Calendar

E. Training Course-Foreman

F. Toastmasters-Admin

9**. General Counsel Reports- None**

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

1. 52 acre Cemetery Property (Dugan, Qualm**)** G.M. to report out
2. Landscape Plan (Vanderhaak, Reese) Nothing to report

C. Cenotaph/ Ossuary (Reese, Davis) Nothing to report

D. Investment (Davis, Dugan) Reinvestments

E. Conference Liaison (Vanderhaak, Reese) Trustee Qualm- LAFCO meeting, 07/25/19

F. Policies (Dugan, Reese)

G. **Trustee Qualm to review with BOT**

**Approved policy # 1050, Copying Public Documents**

H. General Price List (Vanderhaak, Davis) Nothing to report

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

General Contractors

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

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

**Storm Game, August 22nd, dinner at Stadium Pizza prior**

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

**14**. **Adjournment Time:**

**1st Motion- Trustee Dugan 2nd Motion- Trustee Reese**

**Time: 9:16 a.m. Passed3/0.**

Next Regular Board Meeting – September 19, 2019