**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

 **REGULAR BOARD MEETING**

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

**SEPTEMBER 15, 2022 @ 8:00 a.m.**

**MINUTES**

1. **CALL TO ORDER:** @8:00 a.m. by Trustee Qualm
2. **INVOCATION:** Trustee Qualm
3. **ROLL CALL**

Chair- Qualm, Vice Chair- Vanderhaak, Trustee Dugan,

Trustee Davis, Trustee Kelleher, General Manager, Beaudet, Foreman, Sands

**MOTIONS TO EXCUSE:**

**VISITORS:**

1. **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.

**5.CONSENT CALENDAR: A motion was made by Trustee Vanderhaak to accept the consent calendar as presented, seconded by Trustee Kelleher and passed unanimously.**

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 August 18 ,2022

1. **APPROVAL OF CHECK REGISTERS**

*Recommendation:* That the Board approves the August 2022 Check Register Nos. 101100, 101200 and 101300.

1. **APPROVAL OF BOOKKEEPER REPORT**

*Recommendation:* That the Board receives and files the

August 2022 Bookkeeper Report

1. **ACTION ITEMS:**
2. **License and Insurance Policy**

*Recommendation:*  That the Trustees give the manager their current auto insurance documentation and copy of DL. For the FY 2022-2023.

1. **TPCD Strategic Plan for Fiscal Year 2022-2023**

*Recommendation:* That the Trustees review the strategic plan and suggest any additions or deletions.

1. **General Managers’ Performance Review Template**

*Recommendation:* That the Trustees complete the managers review template included and return it to the Chair.

1. **FINANCIAL REPORTS: A motion was made by Trustee Davis to receive and file the August financials, seconded by Trustee Kelleher and passed unanimously.**

A. August 2022 Balance Sheet

B. August 2022 Profit and Loss

C. August 2022 Stifel Investments; principal and interest

**8. GENERAL MANAGERS REPORTS:**

1. August 2022 Revenues
2. August 2022 Inventory
3. August 2022 Depletion
4. Local Area Meeting Cancelled
5. Rancho California Water- Final Release
6. Foreman report
7. **GENERAL COUNSEL REPORT:**

To be discussed in closed Session

**10. FISCAL YEAR 2022-2023 SUBCOMMITTEES with GM**

1. 52-acre Cemetery Property (**Vanderhaak-Davis)**
* **Construction began 02/24/2022**
* **Constructed completed September 01, 2022**
1. Landscape Plan (**Dugan-Qualm**)
2. Cenotaph/ Ossuary (**Vanderhaak-Kelleher**)
3. Conférence Liaison (**Davis-Dugan**)
* General Manager Report
1. Polices (**Qualm-Davis**)
2. General Price List (**Kelleher-Vanderhaak**)
3. Investments (**Davis-Dugan**)

  **11.** **FUTURE TRUSTEE AGENDA ITEMS:**

Stewart Title- Pending

Lender

October 22, 2022, Company Dinner

**A motion was made by Trustee Kelleher to close the open session at 10:00 am and move into Closed session, the motion was seconded by Trustee Vanderhaak and passed unanimously.**

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

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

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

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

Significant Exposure to Litigation

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

**A motion was made by Trustee Vanderhaak to close the session at 10:10 am and move back into open session, the motion was seconded by Trustee Davis and passed unanimously.**

1. **Closed Session Announcement: Nothing to report**

**13**. **BOARD COMMENTS:**

**CSDA Conference reports**

**What can be put on the unused acreage for future revenue**

**14**. **ANNOUNCEMENTS:**

Next Regular Board Meeting –October 20,2022

**15**. **ADJOURNMENT: 10:17 am**

**1st Motion: Trustee Dugan**

**2nd Motion: Trustee Kelleher**

**All in Favor: Unanimous**