**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

 **REGULAR BOARD MEETING**

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

**January 20, 2022 @ 8:00 a.m.**

**MINUTES**

1. **CALL TO ORDER:** @8:02 a.m. by Trustee Qualm-
2. **INVOCATION / FLAG SALUTE:** Trustee Qualm
3. **ROLL CALL**

Chair Qualm, Trustee Vanderhaak, Trustee Dugan, Trustee Davis, Trustee Kelleher, General Manager, Beaudet

**MOTIONS TO EXCUSE:** **NONE**

**VISITORS:NONE**

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: Motion was made by Trustee Dugan to accept the Consent Calendar as presented, seconded by Trustee Davis and passed with a 5/0 vote.**

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 18 ,2021

1. **APPROVAL OF CHECK REGISTERS**

*Recommendation:* That the Board approves the November-December-2021 Check Register Nos. 101100, 101200 and 101300.

1. **APPROVAL OF BOOKKEEPER REPORT**

*Recommendation:* That the Board receives and files the

January 2021 Bookkeeper Report.

1. **ACTION ITEMS:**
2. **64TH Annual Conference- CAPC: Motion was made by Trustee Vanderhaak to not attend this conference, seconded by Trustee Davis and passed with a 5/0 vote.**

*Recommendation:*  March 10- March 12, Seaside

*It was said at a prior Board Meeting that the annual Conferences were of no interest to the Trustees.*

Are any Trustees interested in attending this conference.

1. **GEO SOILS: Discussed**

*Recommendation:* For the Trustees to review. This is part of the development of the entry road. The proposal was submitted in a timely matter per the County for pre-construction.

1. **Nigro and Nigro: Motion was made by Trustee Davis to accept the proposal of Nigro and Nigro for the 2021-2022 F.Y. Seconded by Trustee Dugan and passed with a 5/0 vote.**

*Recommendation:* It is time to bring on a new auditor, Nigro and Nigro proposal is that of the same of our last auditor. Paul Kaymark is working with Nigro and Nigro, the District used him back in 2004 when he worked with Charles Fedak. Both the General Manager and Bookkeeper are familiar with him.

1. **District of Distinction : Motion was made by Trustee Vanderhaak to approve and file the policies for the District, seconded by Trustee Dugan and passed with a 5/0 vote.**

*Recommendation:* For our District of Distinction Certificate, we need to have the Districts policies approved at a regular Board meeting. Because we do not have any pending unapproved policies, and all recent policies have been approved by the Board, we just need to get a motion.

1. **Appoint a Treasurer: Motion was made by Trustee Qualm to nominate Trustee Vanderhaak to fulfill Trustee Reese position of Vice-Chair/Treasurer,seconded by Trustee Davis and passed with a 5/0 vote.**

*Recommendation:* The District has a position open of Treasurer since the Trustee resigned in October 2021. Please elect a Treasurer for the remaining 2022 year.

1. **FINANCIAL REPORTS: Motion was made by Trustee Vanderhaak to receive and file the December financials, seconded by Trustee Davis and passed with a 5/0 vote.**

A. December 2021 Balance Sheet

B. December 2021 Profit and Loss

C. December 2021 Stifel Investments; principal and interest

**8. GENERAL MANAGERS REPORTS:**

1. December 2021 Revenues

B. Report out on 52 acre

E. District of Transparency, Good Job Trustees!

1. **GENERAL COUNSEL REPORTS: Gustavo Lamanna**

**Defer to closed session**

**10. FISCAL YEAR 2021-2022 SUBCOMMITTEES:**

1. 52-acre Cemetery Property (**Vanderhaak-Davis)**
2. Landscape Plan (**Dugan-Qualm**)
3. Cenotaph/ Ossuary (**Vanderhaak-Kelleher**)
4. Conférence Liaison (**Davis-Dugan**)

E. Polices (**Qualm-Davis**)

F. General Price List (**Kelleher-Vanderhaak**)

G. Investments (**Davis-Dugan**)

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

Stewart Title- Pending

**12.CLOSED SESSION ITEMS: Opened at 9:05 am, Closed at 9:11 am.**

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**)

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

**13**. **BOARD COMMENT:**

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

**15**. **ADJOURNMENT: 9:14 am.**

**1st Motion: Trustee Davis**

**2nd Motion: Trustee Kelleher**

**All in Favor: 5/0**

Next Regular Board Meeting – February 17, 2022