

**TEMECULA PUBLIC CEMETERY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING**

**41911 C STREET
TEMECULA, CALIFORNIA 92592**

August 20, 2015

8:00 a.m.

MINUTES

1. CALL TO ORDER : 8:02 A.M.

2. PLEDGE OF ALLEGIANCE Led by Trustee Miller

3. ROLL CALL

- ❖ Chair Dugan, Vice Chair Vanderhaak, Trustee Miller, Trustee Qualm, Trustee Struikmans
General Manager, Cindi Beaudet
- ❖ Motions To Excuse:
- ❖ Visitors: Nancy Hughes, Rancon Real Estate, Don Turcotte, Southwest
Construction
- ❖ Public Comments: **Motion was made by Trustee Miller to close the public meeting
with no one in attendance at 8:05a.m., seconded by Trustee Struikmans and passed
5/0**

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.

4. **CONSENT CALENDAR** Motion was made by Trustee Struikmans to accept the Consent Calendar with the General Managers Contract amended , Legal Counsel to remove “ add District as an additional insured to the managers car insurance, per advice from SDRMA. Seconded by Trustee Vanderhaak 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.

A. Approval of Minutes

Recommendation: That the Board approve the minutes of the Regular Board Meeting of July 30, 2015.

B. Approval of Check Registers

Recommendation: That the Board approve the July 2015 Check Register Nos. 101100, 101200 and 101300.

C. Approval Bookkeeper Report

Recommendation: That the Board receive and file the July 2015 Bookkeeper Report.

D. Approval General Managers Contract

Recommendation: That the Board approve the General Managers contract renewal for F.Y. 2015-2016

5. **ACTION ITEMS**

A. 2015-2016 Strategic Plan

Recommendation: That the trustees approve the 2015-2016 Strategic Plan with corrections

Motion was made by Trustee Struikmans to accept the 2015-2016 Strategic plan with the changes made at the Annual planning meeting, seconded by Trustee Vanderhaak and passed 5/0

B. General Price List Motion was made by Trustee Vanderhaak to accept the 2016-2017 General Price List with the changes made at the Annual planning meeting, seconded by Trustee Miller and passed 5/0

Recommendation: That the trustees approve the 2016-2017 General Price List with corrections.

C. Endowment Letter Legal Counsel to produce a resolution for the September Board meeting.

Recommendation: Trustees review and approve endowment insert to constituent folder

6. GENERAL MANAGER'S REPORTS, Trustee Struikmans made a motion to receive and file the July financials, seconded by Trustee Miller and passed 5/0

A. Financial Report

- i. July 2015 Balance Sheet
- ii. July 2015 Profit and Loss
- iii. Approved F.Y. 2016/2017 Budget
- iv. July 2015 Wells Fargo Investments

B. July 2015 Revenues

C. July 2015 Plot Inventory

D. July 2015 Calendar

E. Follow up survey

F. CSDA finance information

G. SDRMA Liability

H. State Controller

I. County of Riverside Building and Safety

J. Grounds report

- ✓ Sealant on asphalt completed 08/18/2015

7. GENERAL COUNSEL REPORTS

Entry gate of 52 acres, **Post and chains on property to be removed by August 31st or Legal Counsel will file court hearing.**

Medical Resolution

8. SUBCOMMITTEE REPORTS

- ✓ 52 acre Cemetery Property (Dugan/ Qualm)
- ✓ Five Year Landscape Plan (Vanderhaak/ Beaudet)
- ✓ Cenotaph (Miller / Struikmans)
- ✓ Investment (Qualm/Vanderhaak)
- ✓ Conference Liaison (Miller/ Struikmans)
- ✓ F. Policies (Struikmans / Dugan)
- ✓ G. General Price List (Vanderhaak / Beaudet)

9. CLOSED SESSION ITEMS

A. Closed Session Announcements

10. FUTURE TRUSTEE AGENDA ITEMS

Local Area Meeting September 17 2015 hosted by TPCD
Christmas Company Dinner December 19, 2015

11. BOARD COMMENTS

Chair Dugan,

Trustee Dugan read a script to Trustee Miller regarding his behavior at the July Board (closed) meeting. Trustee Dugan asked Trustee Miller to apologize to everyone on the Board including the Legal Counsel. Trustee Dugan said that in the future Trustee Miller will be removed from the building with any further outburst and that Trustee Dugan will arrange to meet with someone from the Board of Supervisors regarding his behavior.

12. ANNOUNCEMENTS

Motion to move September Board meeting to accommodate Local Area Meeting,

Motion was made by Trustee Vanderhaak to move the September 17th Board meeting to September 24th to accommodate the Local Area Meeting at the cemetery on the 17th.
Seconded by Trustee Miller and passed 5/0

A. Next Regular Board Meeting –September 24, 2015

13. ADJOURNMENT, With no further business, motion was made by Trustee Struikmans to adjourn the regular board meeting at 9:25 a.m. seconded by Trustee Dugan and passed 5/0