**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR MEETING**

**Ronald H Roberts**

**Temecula Public Library**

**30600 Pauba Rd**

**Temecula, Ca**

**Community Room A**

**And Heritage Room**

**June 20, 2019**

**8:00 a.m.**

**MINUTES**

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

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

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

**Motions To Excuse:** **None**

**Visitors:** **Don Turcotte, Joe Sands, Michelle Hesselgesser**

**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:**

**A**.     CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION Initiation of Litigation Pursuant to Paragraph (4) of Subdivision (d) of Section 54956.9: (One potential case)

B. **Closed Session Announcement: No reportable action**

1. **Consent Calendar: Motion was made by Trustee Reese to accept the Consent calendar as presented, seconded by Trustee Qualm 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 May 23, 2019.

1. **Approval of Check Registers**

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

1. **Approval of Bookkeeper Report**

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

1. **Action Items**
2. **Proposed Budget 06/30/20: Motion was made by Trustee Reese to accept the final proposed budget, seconded by Trustee Dugan and passed 5/0.**

*Recommendation:* That the trustees review the second draft of the proposed budget.

1. **CSDA- 2019 Election- Seat B: Motion was made by Trustee Davis to nominate one candidate for Seat B, the candidate of choice was Michael Mack from Rainbow water district, seconded by Trustee Dugan and passed 5/0.**

*Recommendation:* That the trustees read the bio’s of: Patrick O’Rourke, Greg Mills, Dennis LaMoreaux, Kathleen Tiegs and Michael Mack. Direct General Manager as to which 3 candidates (up to 3) you would like to nominate.

1. **Public Cemetery Alliance Annual Conference: Discussed; only one Trustee seemed interested.**

*Recommendation:* Show of hands who would like to represent our District and attend their annual conference located in Lake Tahoe August 15through the 18th 2019.

1. **Niche Engraving Policy: Motion was made by Trustee Davis to contact Ms. Rubin and let her know she needs to follow the policy, seconded by Trustee Qualm and passed 5/0.**

*Recommendation:* That the BOT discuss the concerns of Elizabeth Rubin regarding layout of niche engraving.

7**. Financial Report: Motion was made by Trustee Davis to receive and file the May financials, seconded by Trustee Qualm and passed 5/0.**

A. May 2019 Balance Sheet

B. May 2019 Profit and Loss

C. May 2019 Wells Fargo Investments; principle and interest

8**. General Managers Reports: Discussed**

1. May 2019 Revenues

B. May 2019 Plot Inventories

C. May Depletion

D. May Calendar

E. Response letter to Susan McMichael

9**. General Counsel Reports**

10**. Fiscal Year 2018-2019 Subcommittees**

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

C. Cenotaph/ Ossuary (Reese, Davis)

D. Investment (Vanderhaak, Dugan)

E. Conference Liaison (**Vanderhaak**, ~~Qualm~~)

**Sacramento Legislation May 23, 2019**

F. Policies (Dugan, Reese)

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

**Approved policy # 1040, Reserve and Fund Balance**

**Motion was made by Trustee Qualm to accept the policy as read with no corrections needed, seconded by Trustee Dugan and passed 5/0.**

H. General Price List (Vanderhaak, Davis)

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

Interview General Contractors

Sandra Wheeler to attend July Board meeting

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

**Managers Review**

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

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

**14**. **Adjournment Time: 10:23 a.m.**

**1st Motion: Trustee Davis 2nd Motion: Trustee Reese**

**Passed 5/0.**

Next Regular Board Meeting – July 18, 2019