**MINUTES**

**May 25, 2023 @ 8:00 a.m.**

**REGULAR BOARD MEETING**

**TEMECULA PUBLIC CEMETERY DISTRICT**

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

**951-699-1630**

1. **CALL TO ORDER:** **Trustee Davis 8:00 AM**
2. **FLAG SALUTE :** Trustee Davis
3. **ROLL CALL:**

Chair- Davis, Vice Chair- Dugan, Trustee Qualm,

Trustee Vanderhaak, Trustee Kelleher, General Manager, Beaudet, Administration, Santos

1. **MOTIONS TO EXCUSE:** **A motion was made by Trustee Vanderhaak to excuse Trustee Qualm, the motion was seconded by Trustee Kelleher and passed 4/0.**
2. **VISITORS:** None
3. **PUBLIC COMMENTS:**

Currently, 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. Requests must be submitted in writing or 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.

**7.CONSENT CALENDAR: A motion was made by Trustee Dugan to accept the consent calendar as presented, seconded by Trustee Vanderhaak and passed 4/0.**

All matters listed under the Consent Calendar are considered routine and may all be approved by one motion. There will be no discussion of these items unless members of the Board or the public request an item be removed from the Consent Calendar for separate action. A total of five minutes is provided for members of the public to address the Trustees on items that appear on the consent calendar. 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 April 20, 2023

1. **APPROVAL OF CHECK REGISTERS**

*Recommendation:* That the Board approves the April 2023 Check Register Nos. 101100, 101200 and 101300.

1. **APPROVAL OF BOOKKEEPER REPORT**

*Recommendation:* That the Board receives and files the

March 2023 Bookkeeper Report

1. **ACTION ITEMS:**
2. **SDRMA- OFFICIAL ELECTION BALLOT A motion was made by Trustee Vanderhaak to submit the names of 2 nominees and have the General Manager submit the ballot, seconded by Trustee Dugan and passed with a 4/0 vote.**

*Recommendation:* That the Trustees review the four profiles and select up to (3) candidates.

1. **FINANCIAL REPORTS: A motion was made by Trustee Vanderhaak to receive and file the Aprils financials, seconded by Trustee Kelleher and passed with a 4/0 vote.**

A. April 2023 Balance Sheet

B. April 2023 Profit and Loss

C. April 2023 Stifel Investments; principal and interest

**10. GENERAL MANAGERS REPORTS: A motion was made by Trustee Kelleher to accept the manager’s report, seconded by Trustee Dugan and passed with a 4/0 vote.**

1. April 2023 Revenues
2. April 2023 Inventory
3. April Burial Calendar
4. Cal-Card increased the one time spend limit.
5. Zero Emissions Vehicles (ZEV)
6. Memorial Day Service

**11. FISCAL YEAR 2023-2024 SUBCOMMITTEES-**

1. 52-acre Cemetery Property (**Qualm, Dugan)**
2. Landscape Plan (**Vanderhaak, Davis**)
3. Cenotaph/ Ossuary (**Dugan, Qualm**)
4. Conférence Liaison (**Kelleher, Vanderhaak**)
5. Polices (**Dugan, Kelleher**)
6. General Price List (**Davis-Vanderhaak**)
7. Investments (**Qualm-Dugan**)

**12**. **ITEMS FOR FUTURE TRUSTEE AGENDAS**

Any Trustee may request an item to be placed on a future agenda. Any such request will be discussed only under this section. In making the request, a Trustee may briefly describe the topic of the proposed agenda item. This description shall not exceed 5 minutes. No substantive discussion on the subject or a motion may occur.

**13.** **GENERAL COUNSEL REPORTS: Nothing to Report**

**14.CLOSED SESSION ITEMS:**

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:**

The Next Regular Meeting of the Temecula Public Cemetery Board of Trustees will be held on Thursday, June 15, 2023, at 8:00 a.m.

**15**. **ADJOURNMENT: 8:53 am**

**1st Motion: Trustee Vanderhaak**

**2nd Motion: Trustee Dugan**

**All in Favor:**