**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR MEETING**

**February 18, 2021 @ 8:00 a.m.**

**Teleconferenced**

**Government Code #54953(b)**

**MINUTES**

1. **Call To Order:**@**8:01 a.m. by Trustee Qualm-**
2. **Pledge of Allegiance:** Trustee Qualm-all others silent
3. **Roll Call**

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

**Motions to Excuse:** None

**Visitors:** NONE

**Public Comments: NONE**

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.

1. **Consent Calendar: A motion was made by Trustee Vanderhaak to accept the consent calendar as presented, seconded by Trustee Davis and passed with a vote of 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 January 21, 2021

1. **Approval of Check Registers**

*Recommendation:* That the Board approves the January- 2021 Check Register Nos. 101100, 101200 and 101300.- A question was presented by Trustee Reese regarding what the word “green” was on the check register # 101200. After researching it was the description of the payroll ledger when the District began with Paychex.

1. **Approval of Bookkeeper Report**

*Recommendation:* That the Board receives and files the

January 2021 Bookkeeper Reports.

1. **Action Items**
2. **COVID-19 MEDICAL LEAVE PAY : A motion was made by Tustee Dugan to accept the COVID policy as presented, seconded by Trustee Reese and passed with a 5/0 vote.**

*Recommendation:* That the Trustees read and approve the policy written for the COVID pay to employees

1. **CSDA Call for Nominations-There were no Trustees interested in being nominated.**

*Recommendation:* The Trustees discuss amongst themselves if they would be interested in being considered for the nomination.

1. **Temecula Valley Chamber of Commerce – Citizen of the YEAR-** **A motion was made by Trustee Vanderhaak to nominate Craig Davis, seconded by Trustee Dugan and passed with a 4/0 vote. 1 abstain-Trustee Davis**

*Recommendation:* That the Trustees look over the 9 candidates presented and vote for ONE.

1. **CAPC Board of Directors Nominees- Trustees have no input, let the incumbents take the seats.**

*Recommendation:* That the Trustees look at the 5 nominees, there are 5 candidates running for 5 positions on the board. Make your choice(s)

1. **Financial Reports: A motion was made by Trustee Reese to receive and file the January financials as presented, seconded by Trustee Dugan and passed with a 5/0 vote.**

A. January 2021 Balance Sheet

B. January 2021 Profit and Loss

C. January 2021 Stifel Investments; principal and interest

**7. General Managers Reports:**

1. January 2021 Revenues

B. January 2021 Plot Inventories

C. January 2021 Depletion

D. Calendar

E. Email thread between Rancho Highlands and Cindi, GM.

F. Foreman request for equipment- GM to request withdrawal against approved budget. Motion was made by Trustee Vanderhaak seconded by Trustee Davis to purchase lowering device and use money from the Well account to pay the $9,137.67. Passed with a 5/0 vote.

Trustees discussed the new grounds equipment, it was decided to purchase new, not to purchase a used piece of equipment. Motion by Trustee Dugan seconded by Trustee Qualm passed with a 5/0 vote.

Arizona West all sports, $14,619.14 plus shipping fees. (will know by next board meeting)

**8. General Counsel Reports**

**9. Fiscal Year 2020-2021 Subcommittees**

1. 52-acre Cemetery Property (**Vanderhaak-Davis) -Schedule a meeting with the BOS**
2. Landscape Plan (**Dugan-Qualm**)
3. Cenotaph/ Ossuary (**Vanderhaak-Reese**)

D. Conférence Liaison (**Davis-Dugan**)

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

F. General Price List (**Qualm-Reese**) Meet with the committee

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

**10.** **Future Trustee Agenda Items:**

General Contractors

Dry Utilities

RCWD

Transportation

Stewart Title

**11.CLOSED SESSION ITEMS:**

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

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

**B**. **Closed Session Announcement**

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

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

**14**. **Adjournment Time: 9:23 am**

**1st Motion: Trustee Dugan**

**2nd Motion: Trustee Reese**

**All in Favor: 5/0**

Next Regular Board Meeting – March18, 2021