**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

 **REGULAR BOARD MEETING**

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

**JUNE 23, 2022 @ 8:00 a.m.**

**MINUTES**

1. **CALL TO ORDER:** **@8:00 a.m. by Dale Qualm**
2. **INVOCATION: Dale Qualm**
3. **ROLL CALL**

Chair- Qualm, Vice Chair- Vanderhaak, Trustee Dugan,

Trustee Davis, Trustee Kelleher, General Manager, Beaudet, Foreman, Sands

**MOTIONS TO EXCUSE:** **Motion was made by Trustee Vanderhaak to excuse Trustee Dugan, seconded by Trustee Davis and passed with a 4/0 vote.**

**VISITORS:** **Bill Morton**

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 Davis to accept the consent calendar as presented, seconded by Trustee Kelleher and passed with a 4/0 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 May 19 ,2022

1. **APPROVAL OF CHECK REGISTERS**

*Recommendation:* That the Board approves the May 2022 Check Register Nos. 101100, 101200 and 101300.

1. **APPROVAL OF BOOKKEEPER REPORT**

*Recommendation:* That the Board receives and files the

May 2022 Bookkeeper Report

1. **ACTION ITEMS:**
2. **Muni Finance; No action taken**

*Recommendation:*  That the Trustees be present for a 30-minute presentation by Bill Morton. Mr. Morton will be discussing lending options.

1. **CSDA Board of Directors Election Ballot: Motion was made by Trustee Vanderhaak to nominate Ken Endter for seat B, seconded by Trustee Davis and passed with a 4/0 vote.**

*Recommendation:* That the Trustees select one nominee for the calendar years 2023-2025 Seat B.

1. **Policy # 3005: Motion was made by Trustee Vanderhaak to eliminate section 3005.5 and replace with; employees may leave on their own time with prior permission from their manager. Seconded by Trustee Kelleher and passed with a 4/0 vote.**

*Recommendation:* That the Trustees review the policy section 3005.5, inclement weather. I believe this was established before there was an office or building with heat and air. The policy worked for the employees at that time since there was no place to take refuge from the heat or rain. This policy is outdated, I believe this section needs to be removed.

1. **Nominations of Officers for calendar years 2023-2024**

**Trustee Qualm nominated Trustee Davis as 2023-2024 Chair, seconded by Trustee Vanderhaak and passed with a 4/0 vote.**

**Trustee Kelleher nominated Trustee Dugan as 2023-2024 Vice-Chair, seconded by Trustee Vanderhaak and passed with a 4/0 vote.**

* Trustee Dugan was not present but announced earlier he would accept if nominated.

*Recommendation:* That the Trustees elect a Chair, Vice Chair/Treasurer and Secretary.

1. **FINANCIAL REPORTS: Motion was made by Trustee Davis to receive and file the May financials and 2nd draft budget, seconded by Trustee Vanderhaak and passed with a 4/0 vote**

A. May 2022 Balance Sheet

B. May 2022 Profit and Loss

C. Fiscal Year 2022-2023 DRAFT BUDGET#2

D. May 2022 Stifel Investments; principal and interest

**8. GENERAL MANAGERS REPORTS:**

1. May 2022 Revenues
2. May 2022 Inventory
3. May 2022 Depletion
4. May 2022 Calendar
5. J.W Marriot and Conference -August 22, 2022
6. Christmas in October???
7. **GENERAL COUNSEL REPORT**

**10. FISCAL YEAR 2022-2023 SUBCOMMITTEES with GM**

1. 52-acre Cemetery Property (**Vanderhaak-Davis)**
* **Construction began 02/24/2022**
* **Concrete drain (100-year flood) being installed 06/27**
1. Landscape Plan (**Dugan-Qualm**)
2. Cenotaph/ Ossuary (**Vanderhaak-Kelleher**)
3. Conférence Liaison (**Davis-Dugan**)
* **CSDA- 08/22/2022 check in**
* **Check out 08/25/2022**
1. Polices (**Qualm-Davis**)
* **Inclement weather Policy #3005**
1. General Price List (**Kelleher-Vanderhaak**)
2. Investments (**Davis-Dugan**)

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

Stewart Title- Pending

**12.CLOSED SESSION ITEMS: Gustavo Lamanna- Attorney at Law**

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:**

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

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

Next Regular Board Meeting –July 21, 2022

**15**. **ADJOURNMENT: 9:34 am**

**1st Motion: Trustee Vanderhaak**

**2nd Motion: Trustee Kelleher**

**All in Favor: 4/0**