

**VISALIA PUBLIC CEMETERY DISTRICT
BOARD OF TRUSTEES MONTHLY MEETING
WEDNESDAY, FEBRUARY 22, 2023 9:00 A.M.**

MINUTES

<p>Trustees Philpot, Ouzounian, Link and Johnson, District Manager Lopez, Board Secretary Stallions, Office Supervisor Resendiz were all present. Chair Johnson called the meeting to order at 9:05am. Alexander arrived at 9:08am</p>	<p style="text-align: center;">CALL TO ORDER AND RECORD OF ATTENDANCE</p>
<p>Minutes pulled to correct Philpot to Personnel Committee.</p> <p>Needed to add (No Action Taken) to closed Session and time adjourned.</p> <p>Priority #1 regarding accepting additional \$1,260.00 fee pulled from Manager Report to be discussed at other Board Matters.</p> <p>MMSC Link/Philpot All ayes to accept Consent items with corrections discussed.</p>	<p style="text-align: center;">Consent Items: Meeting Minutes 1/25, Burial count, workload report, Manager report, Strategic plan update</p>
<p>Jason Hutton- from Millcreek Management to discuss options of properties for inquiry. 914 N Rinaldi empty lot and 1021 N Grove St. (Berean Christian Church.)</p> <p>MMSC Ouzounian/Link All ayes for Jason Hutton to send a letter of intent to purchase the property at 914 N Rinaldi at the price of \$50k based on the appraisal value. Also have the authority to increase up to 60k if need be.</p> <p>MMSC Link/Ouzounian All ayes for Chair to send a letter of interest in inquiring about the potential purchase of the property at 1021 W. Grove St. This would be for the future expansion of the cemetery. We would propose the use of our Chapel for there Saturday services as well. If interested, we would be happy to discuss at their convenience.</p>	<p style="text-align: center;">Potential Property for Expansion</p>
<p>Walter Deissler – Advised he will be meeting with the planning commission in the next week or so. He will reach out to Domingo and advise of the date and time. Board would like to have Ouzounian and Johnson at the meeting as well.</p>	<p style="text-align: center;">New office /Expansion</p>
<p>Discussed the camera policy as presented. Philpot would like the policy number added to the top.</p> <p>MMSC Philpot/Ouzounian All ayes to accept policy as presented with addition of policy number.</p>	<p style="text-align: center;">Camera Policy</p>

<p>Discussed the increase in marker setting rates and the percentage that is being proposed.</p> <p>MMSC Alexander/Link All ayes to accept the Increase as presented effective April 1st, 2023.</p>	<p>Price Increase on Marker settings</p>
<p>Discussion to rescind the supplemental Covid pay that was approved March 31, 20221.</p> <p>MMSC Link/Philpot All ayes to Align with the CA law regarding Covid pay and remove the supplemental offered by the cemetery.</p>	<p>Rescind covid sick time</p>
<p>MMSC Philpot/Link All ayes for the district to send out a Return Receipt with signature to all 3 families that have defaulted and no longer are the owners of the graves they originally contracted to purchase. Angelina Losada (1 contract), Jasmine Banuelos (1 contract), and Gabriel Cervantes (2 contracts).</p>	<p>Approve default Pre-Need Burial Contracts</p>
<p>Presentation by Almanza & Greenlee for the annual price comparison with Christy Vaults and Jensen Precast. This is based on 125 single vaults for 1 year. Going with Christy will be a grand total savings of \$2,824 annually.</p>	<p>Price analysis on Vaults</p>
<p>Discussion of the checks written credit card stmt and financials from Stifel. Philpot- would like IT added to the Valley Expetec invoices in the future.</p> <p>Philpot – Priority #1 regarding site plan. Chair not to make decisions without the full Executive Committee on financial issues. It was approved to ratify the committees additional \$1260.00 fee to amend our current plan and add the property from Allen Roosevelt in Master Plan.</p> <p>MMSC Ouzounian/Alexander All ayes as presented.</p> <p>Link- stepped out of meeting at 10:15am</p> <p>Johnson – Wants a second bid for the 409' privacy fencing along Rinaldi.</p> <p>Johnson- has requested an Overtime and Saturday report separate from regular salaries monthly. Lopez to request from Sciacca.</p> <p>MMSC Philpot/Ouzounian All ayes to approve Financials at presented.</p>	<p>Financials & Credit Card Stmt Review</p>
<p>Link/Alexander/Lopez- all met on 2/20 to discuss events and planning for</p>	<p>Other Board matters</p>

<p>the cemetery. Discussed the events we currently have and what meaning they have. After discussion it was stated by Alexander to not have willy nilly events for no reason. Make sure there is a purpose.</p> <p>Alexander – Still wants to investigate social media more as well for exposure.</p> <p>Link-called the Nash family and is still working on a date and time for the plaque and dedication to the chapel. Will update at next meeting.</p>	
<p>Entered Closed Session at 10:46am</p> <p>1) Evaluation of Interim District Manager Domingo Lopez. The Board heard reports from office staff Stallions, Resendiz, Lares, and Greenlee regarding the performance of the Interim Manager Lopez. All thought his performance was good. Action was taken by the Board requesting a few minor changes to our Employment Contract for the vote to confirm.</p> <p>MMSC Philpot/Ouzounian All ayes to appoint Lopez as District Manager and remove Interim.</p> <p>2) Discussion of other employee problems regarding the recent termination of employment. (No action taken.)</p>	<p>Closed Session</p>
<p>Entered Open Session 12:32pm</p> <p>Appointed Lopez as District Manager. Will no longer have Interim in title. Contract will be prepared and approved at the March meeting. It will be retroactive to March 15th the original 90days probation as stated in Dec 2022 minutes.</p> <p>New office staff job descriptions to be corrected and attached to the minutes as well.</p>	<p>Open Session</p>
<p>There being no further business the meeting was adjourned at 12.35pm</p>	<p>Adjournment</p>
<p>2/22/2023 Tom Johnson, Board Chair Domingo Lopez, District Manager Jenn Stallions, Board Secretary</p>	

All trustees attended 60% or more of the meeting.	
<input type="checkbox"/>	

