

**VISALIA PUBLIC CEMETERY DISTRICT  
BOARD OF TRUSTEES SPECIAL MEETING MONDAY, NOVEMBER 13, 8:30 A.M.**

**MINUTES**

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| <p>The meeting was called to order at 8:33am by Vice-Chair Johnson.</p> <p>Prayer, Trustee Link<br/>Flag Salute, Trustee Johnson<br/>Roll Call, Board Secretary Stallions</p> <p>Present:<br/>Chair, Geneva Philpot (Arrived at 8:41am)<br/>Vice-Chair, Tom Johnson<br/>Trustee, George Ouzounian<br/>Trustee, Tom Link<br/>Trustee, Rosalinda Alexander<br/>District Manager, Domingo Lopez<br/>Board Secretary, Jenn Stallions<br/>Office Supervisor, Maria Resendiz<br/>Member of the Public, Board of Supervisor Larry Micari</p>  | <p><b>CALL TO ORDER AND<br/>RECORD OF ATTENDANCE</b></p>   |
| <p>No public comment</p>   | <p><b>Public Comment</b></p>   |
| <p>DM Lopez spoke on suggestions from our auditor Mary Quillin, M Green &amp; Company, LLC.</p> <ol style="list-style-type: none"> <li>1) Audit to be done as an Enterprises Audit.</li> <li>2) Reserve Fund Policies – Review Policies and Resolutions for each “Fund”. Discuss the difference in “Funds” and “Accounts”. As well as what is and isn’t Restricted.</li> <li>3) Stifel Pre Need Money – When and how to send each month to Stifel.</li> <li>4) Rental housing for employees.</li> </ol> <p>We were asked for an Ad-Hoc Meeting to follow up with these issues by our Chair Philpot. Members for the Ad-Hoc Meeting will be Chair Philpot, Vice Chair Johnson, Trustee Ouzounian.</p> | <p><b>Discuss audit suggestions –<br/>DM Lopez</b></p>   |
| <p><b>MMSC Vice Chair Johnson/Trustee Ouzounian to approval DM Lopez to have signing authority for San Joaquin Valley Air Pollution Control District projects.<br/>All Ayes.</b></p>   | <p><b>Approval from the Board<br/>for DM Lopez to have<br/>signing authority for San<br/>Joaquin Valley Air Pollution<br/>Control District projects.</b></p> |

DM Lopez presented the research and need for a receptionist as well as replacing the current Family Coordinator position. Discussion, review cost, and the financial impact it will have on the current budget. Discussion about current employee's status update.

**Approval from the Board to hire the vacant Family Coordinator position and to add a new Receptionist position. – DM Lopez**

**MMSC Vice Chair Johnson/Trustee Ouzounian to hold the current Receptionist position until we have written notice on retirement dates from any current staff.**

**3 /NO: Trustee Link, Trustee Alexander, Chair Philpott**

**2/ YES: Vice Chair Johnson, Trustee Ouzounian**

**Motion not passed.**

**MMSC Trustee Link/Trustee Alexander to allow DM Lopez to move forward with the Receptionist position as well as the Family Coordinator.**

**3 /YES: Trustee Link, Trustee Alexander, Chair Philpott**

**2/ NO: Vice Chair Johnson, Trustee Ouzounian**

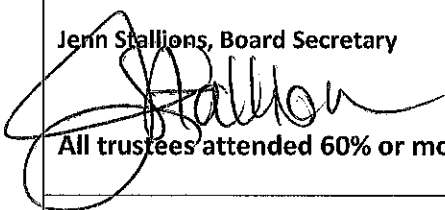
**Motion passed.**

There being no further business the meeting was adjourned at 10:34am by Chair Philpot.

11/13/23

  
Geneva Philpot, Board Chair

Jenn Stallions, Board Secretary



All trustees attended 60% or more of the meeting.

**Adjournment**