

VISALIA PUBLIC CEMETERY DISTRICT

BOARD OF TRUSTEES' REGULAR MEETING Wednesday, June 26, 2024 - 9:00 a.m.
Cemetery Office

MINUTES

<p>The meeting was called to order at 9:02 am by Chair Philpot. Opened with Prayer & Flag Salute by Trustee, Perez</p> <p>Present: Chair, Geneva Philpot Vice-Chair, Tom Johnson Trustee, Tom Link (Via Zoom) Trustee, Patrick Burks Trustee, Esther Perez District Manager, Domingo Lopez Board Secretary, Jenn Stallions Office Supervisor, Maria Resendiz</p>	<p>CALL TO ORDER AND RECORD OF ATTENDANCE</p>
<p>Members of the public came to listen to the mockup of the proposed Flower Policy. Members of the public also wanted to address the gate times and would like them later, for the summer months.</p>	<p>PUBLIC COMMENT</p>
<p>MMSC Vice Chair Johnson/Trustee Link to approve the Consent Calendar with spelling correction on the minutes. All Ayes.</p>	<p>CONSENT CALENDAR Special Meeting 5/22/2024, Regular Meeting 5/29/24, Burial Count, Workload Report, Monthly Overtime, Manager Report/Strategic Plan Update, Rental Properties</p>
<p>Welcomed the newest Board of Trustee Patrick Burks. His current term is from 6/6/2024 to 1/3/2028.</p>	<p>Introduction of New Visalia Cemetery Board of Trustee, Patrick Burks</p>
<p>DM Lopez read a letter of appreciation from Bev Adair on the Avenue of the Flags award she received at the Memorial Day celebration.</p>	<p>Correspondence letters from the Ouzounian Family and Bev Adair</p>

<p>DM Lopez along with members of the public have been working together on a new Flower Policy that will incorporate “Team Vanna”.</p> <p>The Board requested DM Lopez to contact our insurance company Golden State Risk Management for further clarity on what we are legally able to provide.</p> <p>The Board wanted clarity on how the graves would be identified as members of “Team Vanna”.</p> <p>The Board addressed more communication between the families and our staff regarding “Rights to Burial” not owning the space.</p> <p>At this time the Board would like more time to review the policy and get more clarity.</p> <p>MMSC Trustee Link/Trustee Perez to postpone until the July 31, 2024, meeting. All Ayes.</p>	<p>Review Flower Policy Updates</p>
<p>MMSC Vice Chair Johnson/Trustee Banks to remove George Ouzounian as a signer from Citizen Bank & Stifel Accounts. All Ayes.</p>	<p>Motion to remove George Ouzounian as a signer from Citizens Bank & Stifel Accounts.</p>
<p>MMSC Vice Chair Johnson/Trustee Perez approved the 2024-2025 Budget as presented with the understanding it contains a \$39,000 deficit which will be reviewed and adjusted as needed at a six-month interval. All Ayes.</p>	<p>Present & Approve 2024-2025 Annual Budget</p>
<p>MMSC Vice Chair Johnson/Trustee Perez to approve the Pre-Need Policy with corrections of “Space “to “Burial Rights”. All Ayes.</p> <p>MMSC Vice Chair Johnson/Trustee Burks to approve the No-Cash Policy as presented. All Ayes.</p> <p>MMSC Vice Chair Johnson/Trustee Burks to approve the Non-Resident as presented. All Ayes.</p> <p>MMSC Trustee Perez/Trustee Burks to approve the District Credit Card Policy as presented. All Ayes.</p>	<p>Review and Approve Pre-Need, No Cash, Non-Resident, and District Credit Card Policies</p>
<p>MMSC Trustee Burks/Trustee Perez to approve the purchasing of the temporary fencing along Rinaldi. Invoice #4066 from Tino’s Fencing Inc. for \$7875.00. All Ayes.</p>	<p>Tino’s Fence Bid for Temporary Fencing</p>

<p>DM Lopez did an update on the situation between 2 families in Section H and the Sale of Burial Rights. He also reviewed new changes that have taken place in the office, computer systems, and on the grounds to prevent future issues.</p>	<p>Update the Cemetery Board with the burial location in Section H</p>
<p>MMSC Vice Chair Johnson/Trustee Burks to elect Trustee Philpot as Chair and Trustee Perez as Vice Chair for the 2024-2025 Fiscal year. All Ayes.</p>	<p>Annual election of the Board of Trustee Officers</p>
<p>The Marketing Team would like the word “Burials” changed to “Services” on the ad presented for Good Life.</p>	<p>Review the Good Life Ad</p>
<p>Review of the Financials and Credit Card Statement.</p> <p>MMSC Trustee Burks/Trustee Link to approve the Financials as presented. All Ayes.</p>	<p>Financials and Credit Card Statement Review for May 2024</p>
<p>Chair Philot asked any of the Board Members who can attend or would like to attend to investigate the State of Local Government Meeting on August 21st from 11:30 to 1:30 held at The Hyde Convention (formally the Lamp Lighter Inn).</p> <p>DM Lopez advised the Board that the AC unit in the Chapel is not working and that he will be bringing a proposed Bid for replacement at the next board meeting in July.</p> <p>Architect, Walter Deissler presented an update on the new office building. Currently, we are still on track and hope to break ground in September. We anticipate being in the new building by the end of June 2025. He will also be submitting the expansion document to Plan Check in the next week.</p>	<p>Other Board Matters</p>
<p>There being no further business the meeting was adjourned at 1:03 pm</p> <p>6/26/2024 Submitted by,</p> <p>Jenn Stallions, Board Secretary Visalia Public Cemetery District</p> <p>Geneva Philpot, Chair Visalia Public Cemetery District</p>	<p>ADJOURNMENT</p> <p>**ALL MEMBERS MUST ATTEND 60% OR MORE OF THE MEETING FOR STIPEND. **</p>
