

VISALIA PUBLIC CEMETERY DISTRICT

BOARD OF TRUSTEES' REGULAR MEETING Wednesday, May 29, 2024 - 9:00 a.m.
Cemetery Chapel

MINUTES

<p>The meeting was called to order at 9:05 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 Trustee, Esther Perez District Manager, Domingo Lopez Board Secretary, Jenn Stallions Office Supervisor, Maria Resendiz Grounds Supervisor, Sal Almanza M-Green & Company LLP, Mary Quillin, CPA</p>	<p>CALL TO ORDER AND RECORD OF ATTENDANCE</p>
<p>Members of the public came to address concerns about the current Flower Policy. DM-Lopez and the public will work closely over the next month to present an updated Flower policy for review at the next Board meeting on June 26, 2024.</p>	<p>PUBLIC COMMENT</p>
<p>MMSC Vice Chair Johnson/Trustee Perez to approve the Consent Calendar as presented. All Ayes.</p>	<p>CONSENT CALENDAR Regular Meeting 4/24/24, Burial Count, Workload Report, Monthly Overtime, Manager Report/Strategic Plan Update, Rental Properties</p>
<p>Mary Quillin, CPA gave an update on our 2022-2023 Audit. The Final Audit will be presented at the next Board meeting on June 26, 2024. This Audit was the first year with M-Green & Company and took longer than expected. However, in the year to come, we hope to have the Audit completed no later than January 2025.</p>	<p>Update of the 2022-2023 Audit – M-Green & Company LLP, Mary Quillin, CPA</p>
<p>MMSC Vice Chair Johnson/Trustee Link to add Esther Perez to the Marketing Committee. All Ayes.</p>	<p>Motion to add Esther Perez to the Marketing Committee</p>

<p>Sup-Almanza reported the D-block pump having a major leak. The piping to the grounds also runs under the road. Ingram Equipment came out to assess the pump and piping. They quoted the pipe repair and running the piping along the grass line not under the road to save cost. The quote was for steel piping and PVC at a \$1,000 difference.</p> <p>MMSC Trustee Link/Trustee Perez to use steel pipe for replacing discharge pipe. All Ayes.</p>	<p>Estimate for D-block pump house broken discharge pipe under the road. Sup- Almanza</p>
<p>MMSC Vice Chair Johnson/Trustee Perez will approve the benches' acceptance by a generous donor, Cliff McCoy. Benches will be like those on the West side of the memorial garden and will become the property of the cemetery. All Ayes.</p>	<p>Add one or two memorial benches on the East end of the VMG</p>
<p>DM-Lopez asked for the Non-Resident policy to be tabled until the June 26, 2024, meeting. DM-Lopez will be attending the PCA June 10, 2024, conference and would like to have more clarity on this matter to bring back to the Board before the policy is reviewed for approval.</p>	<p>Update on Non-Resident Policy</p>
<p>MMSC Vice Chair Johnson/Trustee Link to approve the fee schedule presented effective July 1, 2024. All Ayes.</p>	<p>Review the new fee schedule. Sup-Resendiz</p>
<p>Review of the Financials and Credit Card Statement.</p> <p>MMSC Trustee Link/Trustee Perez to approve the Financials as presented. All Ayes.</p>	<p>Financials and Credit Card Statement Review for April 2024</p>
<p>Vice Chair Johnson asked DM-Lopez to get the Dwelle Foundation representative in contact with the local Wreaths Across America Foundation representative for future events.</p> <p>Chair Philpot asked the marketing committee to review/revise the advertisement for the Sun-Gazette and bring it back on the agenda for the June 29, 2024, meeting.</p>	<p>Other Board Matters</p>
<p>There being no further business the meeting was adjourned at 11:21 am</p> <p>5/29/2024 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>

