

VISALIA PUBLIC CEMETERY DISTRICT
1300 W. GOSHEN AVENUE, VISALIA, CA 93291 (559) 734-6181

**FINANCIAL TRANSACTIONS, REPORTS, AND
RATIFICATION OF MONTHLY EXPENSES/TRANSFERS**


November 2024



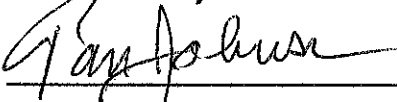
Geneva Philpot, Chair



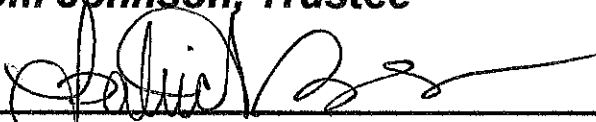
Esther Perez, Vice Chair



Tom Link, Trustee



Tom Johnson, Trustee



Patrick Burks, Trustee

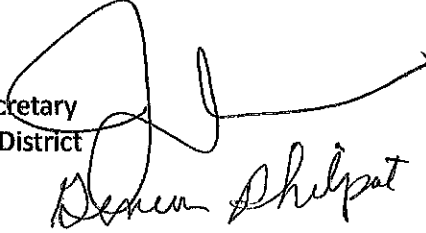
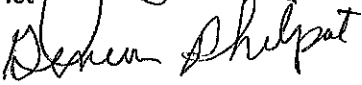
December 18, 2024
Regular Board of Trustees Meeting

VISALIA PUBLIC CEMETERY DISTRICT

**BOARD OF TRUSTEES' REGULAR MEETING Wednesday, November 20, 2024 - 9:00 a.m.
Cemetery Office**

MINUTES

<p>The meeting was called to order at 9:14 am by Chair Philpot. Opened with Prayer & Flag Salute by Trustee Perez</p> <p>Present: Chair, Geneva Philpot Vice-Chair, Esther Perez Trustee, Tom Link Trustee, Patrick Burks Trustee, Tom Johnson (arrived at 9:30) District Manager, Domingo Lopez Board Secretary, Jenn Stallions Office Supervisor, Maria Resendiz WIN Home Inspection, Nick Houck (Via Zoom)</p>	<p>CALL TO ORDER AND RECORD OF ATTENDANCE</p>
<p>Member of the public R. Alexander of Green Rose Productions presented a check to the Cemetery in appreciation for using the Pavilion at her Day of the Dead celebration.</p> <p>Member of the public T. Link wanted to express his appreciation for the grounds' extraordinary appearance and professionalism at his wife's burial service.</p>	<p>PUBLIC COMMENT</p>
<p>MMSC Trustee Johnson/Trustee Burks: To approve the consent calendar as presented, all Ayes.</p>	<p>CONSENT CALENDAR Special Board Meeting 10/2/2024, 10/16/2024, 10/22/2024 Regular Meeting 10/30/24, Burial Count, Workload Report, Monthly Overtime, Manager Report, Rental Properties</p>
<p>Nick Houck from Win Home Inspection presented his report on the current office building findings. He supplied the Board with a full inspection review and touched on the highlighted areas. Upon his review, he did not see any major structural issues on the surface, and there were no significant roof, AC, or foundation issues.</p> <p>He told the board he would be open to discussing or reviewing his findings with contractors.</p>	<p>Review the WIN Inspection report for the current office building.</p>
<p>DM Lopez and Bookkeeper Stallions presented their reports on what they learned at the annual GSRMA (Golden State Risk Management Conference.)</p> <p>Stallions: Workplace Violence and the Brown Act laws Lopez: GSRMA's financial reporting and offerings to clients</p>	<p>Attendees recap the October 24th-25th GSRMA conference.</p>

<p>DM Lopez presented the Event Policy to the Board for review and suggestions. The board also made some suggestions and would like to add them to the policy and bring them back to the board for assessment.</p> <p>Board Suggestions:</p> <ol style="list-style-type: none"> 1) There is no charge for Churches, First Responders, Veterans, and NON-Profits (not making a profit or selling tickets.) 2) They feel each event should be presented to the Board for review and approval. 3) We should have a separate fee schedule, but the policy will state that fees may apply. 	<p>Present Event Policy for review and recommendations from the Board of Trustees</p>
<p>DM Lopez presented the property information for 1319 W Goshen Ave, Visalia, CA, selling for \$395,000. This was Julien Oil before it was for sale. The lot size is 41,429 sq ft., and the building is 4000 sq ft. The current building is zoned CSO. (Conservation Subdivision Overlay)</p> <p>The Board discussed the possibilities for this land and the future expansion of the cemetery. The Board requested that DM Lopez get more information on whether they have tanks in the ground from Hazardous waste. As well as, if so, how deep and locations.</p> <p>He will then report his findings back to the board.</p>	<p>Present property details at 1319 W Goshen Ave APN:093-253-001</p>
<p>MMSC Trustee Link/Trustee Burks: To approve that we adopt the financials as presented, all Ayes.</p>	<p>Financial and credit card statement review for October 2024.</p>
<p>Chair Philpot: Advised the Board that she sent each of them the managers' contract and would like them to review it before the evaluations. The evaluation will be added to the agenda at the regular board meeting on December 18th. This will be a closed-session item.</p> <p>DM Lopez: Presented the Reserve Fund Policy to the Board. He discussed the policy in depth and understanding of the documentation on the policy. He also said he would like to add this to the Board's monthly package.</p> <p>Chair Philpot: Would like to discuss who will attend the CAPC conference in March 2025 at Seaside. This will need to be added to the agenda for the December 18th meeting.</p>	<p>Other Board Matters</p>
<p>There being no further business, the meeting was adjourned at 11:49 am 11/20/2024</p> <p>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>