

**VISALIA PUBLIC CEMETERY DISTRICT
BOARD OF TRUSTEES' REGULAR MEETING
Wednesday, June 28, 2023 - 2:00 p.m.
Cemetery Office Board Room**

MINUTES

<p>The meeting was called to order at 2:03pm by Chair Philpot. Present: Chair, Geneva Philpot Vice-Chair, Tom Johnson Trustee, George Ouzounian Trustee, Tom Link Trustee, Rosalinda Alexander District Manager, Domingo Lopez Board Secretary, Jenn Stallions Office Supervisor, Maria Resendiz Architect, Walter Deissler</p>	<p>CALL TO ORDER AND RECORD OF ATTENDANCE</p>
<p>No public comment</p>	<p>PUBLIC COMMENT</p>
<p>Elected Chair Geneva Philpot MMSC Trustee Link/ Vice Char Johnson. All Ayes</p> <p>Elected Vice Chair Tom Johnson MMSC Trustee Alexander/ Trustee Link. All Ayes</p>	<p>TRUSTEE CHANGE OF OFFICERS</p>
<p>Minutes pulled from meeting May 31, 2023 – spelling correction.</p> <p>Burial Count and Manager Report pulled for May 2023. Correction of number of burials.</p> <p>MMSC Vice Chair Johnson/Trustee Ouzounian to approve all with corrections. All Ayes.</p>	<p>CONSENT CALENDAR Minutes May 31, 2023 and Special Meeting May 10, 2023, Burial Count, Workload Report, Manager Report/Strategic Plan Update</p>
<p>Discussion on the next steps and who will present at the next City Council meeting. Addressed the key topics that need to be highlighted at the meeting and in what order. All Board members agree that DM Lopez will be the spokesman at the next meeting. No meeting date is yet scheduled.</p>	<p>WALTER DEISSLER, ARCHITECT – Update on Master Plan being resubmitted to City of Visalia.</p>

<p>DM Lopez requested to move to July's agenda. S. Wheeler was not ready for the meeting in June due to travel issues.</p>	<p>SANDRA WHEELER, INVESTMENT ADVISOR. Annual review of Stifel accounts.</p>
<p>Review of the Audit. DM Lopez to request a copy of the Managers Report if one is available. The Board requested that for future audits we make sure we have an Auditor available when complete to answer any questions the Board may have.</p> <p>MMSC Trustee Ouzounian/Trustee Link to approve the Audit as presented. All Ayes.</p>	<p>APPROVAL OF 2021-2022 AUDIT</p>
<p>DM Lopez presented the final two bids for fixing the main well. This money is to be pulled from Capital Outlay.</p> <p>MMSC Trustee Link/Trustee Ouzounian approve for DM Lopez to move forward with the well repairs. All Ayes.</p>	<p>UPDATE ON COST OF MAIN WELL AND REPAIRS</p>
<p>Discussion on the advertisement account and promotions in the "Good Life" paper. Remove business card and utilize for advertising in which promote cemetery events.</p> <p>MMSC Trustee Link/Vice Chair Johnson to approve no advertising in "Good Life" other than promotional events. All Ayes.</p> <p>Review of the Financials and Credit Card Statement.</p> <p>MMSC Vice Chair Johnson/Trustee Link to approve the Financials as presented. All Ayes.</p>	<p>FINANCIALS AND CREDIT CARD STATEMENT REVIEW FOR MAY 2023</p>
<p>Entered Closed Session at 3:57pm</p> <p>Discussion of performance over last 6 months. Reviewed new salary presented to Board for DM Lopez to be effective July 1st, 2023.</p> <p>MMSC Trustee Link/Trustee Alexander to approve new salary presented with effective date as of July 1st, 2023. All Ayes.</p>	<p>CLOSED SESSION DISTRICT MANAGER EVALUATION</p>
<p>Open Session at 4:04pm Advised DM Lopez of new salary that will take effect July 1, 2023. Thanked him for his hard work and continuous efforts with his staff.</p>	<p>DISTRICT MANAGER SALARY</p>

<p>DM Lopez advised the Board of the need to pull \$50,000 from the Pre-Need Account.</p> <p>MMSC Trustee Link/Trustee Ouzounian to approve the Transfer from Pre-need \$50,000. All Ayes.</p>	<p>OTHER BOARD MATTERS</p>
<p>There being no further business the meeting was adjourned at 4:33pm</p>	<p>ADJOURNMENT</p>
<p>6/28/2023</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>**ALL MEMBERS OF THE BOARD ATTENDED 60% OR MORE OF THE MEETING FOR FULL STIPEND. **</p>	
