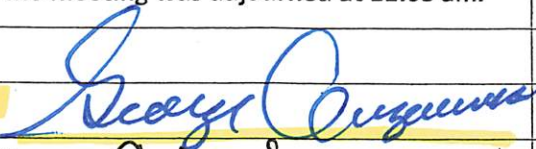


VISALIA PUBLIC CEMETERY DISTRICT
BOARD OF TRUSTEES REGULAR MEETING
WEDNESDAY, March 25, 2020 9:00 A.M.
In Cemetery Chapel – trustees via teleconference due to COVID 19
MINUTES

The meeting of the Board of Trustees was called to order at 9:03 a.m. by Chairperson Ouzounian. Other Board members present were; Philpot, Link, Johnson and Felts (all by teleconference). Summers, DM and Domingo Lopez Jr, Landscape and Burial Lead were present in the chapel.	CALL TO ORDER AND RECORD OF ATTENDANCE
No members of the public in attendance.	Public Comment
MMSC accept the minutes of the regular meeting on 2-26-2020 as presented. (Philpot/Felts) All ayes.	Approval of Minutes for meeting on 2-26-20
Summers gave an update on the procedures due the COVID-19 virus executive orders and guidance from the CDC and County health officials. MMSC to give authority to the DM to adjust amounts paid by families as necessary due to the extraordinary circumstances that effect the operations of the cemetery and the family's expectations. All adjustments made to be reported to the Board at the next regular meeting. (Johnson/Philpot) All ayes. Refund the Rincon family \$100 due to the concerns addressed in her email to the Trustees. (Link/Felts) Further discussion – Link to call Jennifer Rincon today and DM to follow up with- in 24 hours. All ayes	COVID 19 procedures and update
Table until the Trustees are able to meet face to face. (Johnson/Link) Further discussion – Philpot to work with DM on the update. All ayes	Reserve Fund Policy update
(MMS) Accept proposal as presented (Johnson/Link) Further discussion – get more bids, bring to next agenda, Table – motion withdrawn.	Office Cleaning Proposals
No bids received – discussion, may consider solar light poles on west side in the future – no further action at this time	West side lights, VMG lights and motion sensor RFP
Summers gave her report. DM to contact Davis cemetery regarding green burials. Burials down due to COVID 19, cancellation of ash burials, may need to hold pre-need and rent income in the general fund for expenses.	Manager and Strategic Plan report
Summers gave her report.	Burial count and workload report
MMSC Accept Financial reports and credit card statement as presented. (Link/Johnson) All ayes.	Financial Reports and Credit Card review
Felts spoke to Supervisor Shuklian about tax revenue and advised her we would like to meet with her to discuss further.	Other Board Matters
There being no further business the meeting was adjourned at 11:08 am.	Adjournment
4-29-20	
George Ouzounian, Board Chair	
Cindy Summers, District Manager	