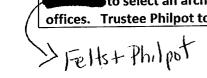
## VISALIA PUBLIC CEMETERY DISTRICT BOARD OF TRUSTEES REGULAR MEETNG

WEDNESDAY, May 26, 2021 9:00 A.M. Cemetery Office

All attendees to enter through back door – non-vaccinated attendees to wear masks and distance themselves 6 feet from other attendees.

## **MINUTES**

| The meeting of the Board of Trustees was called to order at 9:00 am by         | CALL TO ORDER AND         |
|--|---------------------------|
| Chairperson Link. Other Trustees present; Felts, Philpot, Ouzounian and        | RECORD OF                 |
| Johnson. Also present were District Manager Summers and 1 member of            | ATTENDANCE                |
| the public.  |                           |
| Tom Link introduced Lori Aguilar, she is in Lions Club with Tom and she        | Public Comment            |
| works at Quail Park, she is interested in the cemetery board. Tom told her     |                           |
| she could reach out to any Trustee or the Manager.                             |                           |
| MMSC Approve with a name spelling change. Philpot/Ouzounian All ayes.          | Minutes from Regular      |
| William Approve with a name spening change. I impos outcommit in a year        | Meeting on 4-28-2021      |
|  |                           |
| B SB SC C A  | Update from Financial     |
| MMSC Approve one-time compensation for outstanding performance                 | Oversight Committee       |
| during pandemic for all employees of the district for a net \$10,000 of pay at | and presentation of       |
| \$1,000 to full time and \$500 to part time. Ouzounian/Felts All ayes.         | a. Proposal 1 time        |
| BARACC Augusta the sharper to the ware scale as presented. Dhilpot/Epits       | compensation –            |
| MMSC Approve the changes to the wage scale as presented. Philpot/Felts         | COVID-19                  |
| All ayes.  | b. Proposed wage          |
|  | b. Proposed wage<br>scale |
| MMSC Approve the 2021/2022 budget as presented subject to quarterly            | = = = : : :               |
| in- depth reviews for changes needed. Ouzounian/Felts All ayes.                | c. Proposed 2021-         |
|  | 2022 Budget               |
| MMSC Approve recommendation for DM to fill future Bookkeeping and              | Personnel Committee       |
| Administrative Assistant to the DM with candidates that may have the           | Report                    |
| potential to assume the DM position in the future. Philpot/Johnson All         | Recommendation            |
| ayes.  |                           |
| Summers gave her report.   | Strategic Plan and        |
| There was a typo in the vision plan that needs be corrected. Additional        | Managers Report           |
| wording regarding no changes to policy and in recognition of Cheryl's          |                           |
| dedication were requested in the memo regarding her approved use of            |                           |
| accrued sick time.   |                           |
| Summers gave her report.   | Burial Count and          |
|  | Workload report for       |
|  | March                     |
| Summers gave her report. MMSC to accept as reported.                           | Financial Reports and     |
|  | Credit Card review        |
| Ouzounian/Philpot All Ayes.  |                           |
| The Planting and   | Continue update of        |
| the list is a good   | Strategic Plan – led by   |
| reminder of all that needs to be done. Trustee Ouzounian to work with          | Trustee Philpot           |
| to select an architect to redesign office to include family meeting            | Trustee Fillipot          |
| offices. Trustee Philpot to work with DM Summers to complete the plan.         |                           |



| Discussion of Public Relations Requests.                               | Other Board Matters |
|--|---------------------|
|  |                     |
|  |                     |
| There being no further business the meeting was adjourned at 10:44 am. | Adjournment         |
|  |                     |
|  |                     |
| 6-30-2021 Tom Link, Board Chair Cindy Summers, Dist. Manager           |                     |
| Jon Jule 1   |                     |
| $\sim$  |                     |
| U  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  |                     |
|  | Carrier P           |
|  | Dr. Can April 1     |
|  |                     |