

**VISALIA PUBLIC CEMETERY DISTRICT
BOARD OF TRUSTEES REGULAR MEETING
WEDNESDAY, August 29, 2018 9:00 A.M.
MINUTES**

<p>The meeting of the Board of Trustees was called to order at 9:00 a.m. by Chairman, Shirley Salas. Other Board members present were; Tom Johnson, Tom Link, Geneva Philpot and George Ouzounian. Cindy Summers, District Manager was present. One member of the public was in attendance.</p>	<p>CALL TO ORDER AND RECORD OF ATTENDANCE</p>
<p>Member of the public Kevin Caskey introduced himself; he stated that he serves on Boards including the Tulare County Museum and Delta Vector. He is concerned about the general lack of attendance by the Board of Supervisors and the general public at Board Meetings.</p>	<p>Public Comment</p>
<p>Tom Link made the motion to accept the minutes of the July 25, 2018 meeting as presented, Geneva Philpot seconded. All ayes, motion carried.</p>	<p>Minutes from the July 25, 2018 regular meeting</p>
<p>Ron Greenlee was absent. Cindy Summers gave an update on the History Tour the cemetery is doing with McKellar Farms and Tales from Tomb with The Tulare County Historical Society.</p>	<p>Update from Ron Greenlee, Grounds & Facilities Supervisor RE: History Tours</p>
<p>The Board reviewed the report.</p>	<p>CALPERS Pension costs</p>
<p>The Board directed Cindy Summers to survey other districts and cemeteries and asked her to present her findings at the next meeting.</p>	<p>Meyers-Milias Brown Act</p>
<p>The Board reviewed the report.</p>	<p>Manager update to Strategic Plan</p>
<p>The Board reviewed the report. After discussion regarding the Transparency Certificate of Excellence, the Board consensus was to apply for the certificate when all items are completed.</p>	<p>Manager Report</p>
<p>The Board reviewed the report.</p>	<p>Burial count and workload report</p>
<p>After review and discussion Geneva Philpot made the motion to accept the reports as presented. Tom Link seconded. All Ayes, motion carried.</p>	<p>Financial Transactions and Credit Card review</p>
<p>Geneva Philpot reported on the progress of the area meeting planning. Tom Johnson reported that the Finance Committee made a surprise visit to the cemetery office, Cindy Summers was off on that day, Cheryl Avila was very helpful and was able to get everything asked for and needed for the review. All the payments made from the sale of surplus items were checked and all had been paid for, everything matched the bank deposits and everything was in order. Cindy Summers shared a thank you note and an email from members of the public that were very appreciative of how staff assisted them. Cindy gave updates regarding Utility Cost Management and a new scheduling system.</p>	<p>Other Board Matters</p>
<p>There being no further business the meeting was adjourned at 11:40pm</p>	<p>Adjournment</p>
<p>Shirley Salas, Board Chair</p>	
<p>Cindy Summers, District Manager</p>	

Tom Johnson
Cindy Summers
10-2-18