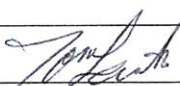
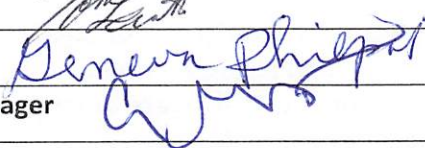
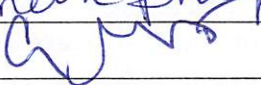


**VISALIA PUBLIC CEMETERY DISTRICT
BOARD OF TRUSTEES REGULAR MEETING
WEDNESDAY, September 30, 2020 9:00 A.M.
In Cemetery Chapel – with option via teleconference due to COVID 19
MINUTES**

<p>The meeting of the Board of Trustees was called to order at 9:02 am by Chairperson Link. Other Trustees present were; Philpot, Johnson, Ouzounian and Felts. Summers, DM was present. There were 2 members of the public in attendance. No one joined by teleconference.</p>	<p style="text-align: center;">CALL TO ORDER AND RECORD OF ATTENDANCE</p>
<p>Phil Hutson introduced himself. He gave the trustees pictures of the cemetery grounds he had taken recently. He stated that due to the reduction in staff the edging of the cemetery is not getting done like it used to and it looks really bad. He doesn't blame staff; he feels they are doing what they can. He feels the board needs to allow the manager to hire more grounds help.</p>	<p style="text-align: center;">Public Comment</p>
<p>MMSC to accept the minutes after changing Ouzounian to not attending the annual conference in San Diego. Johnson/Felts All ayes.</p>	<p style="text-align: center;">Minutes from the regular meeting held on August 26, 2020</p>
<p>The Overtime paid on Holidays policy was reviewed – no action taken.</p> <p>The Trustees Duties and Responsibilities Policy was reviewed. MMSC to remove #5 on page 1. Johnson/Ouzounian All ayes. After the review was completed MMSC to approve the policy with the change made. Philpot/Johnson All ayes.</p> <p>MMSC to accept the changes to the Investment policy as presented. Johnson/Ouzounian All ayes.</p> <p>MMSC to accept the changes to the Health Care for Retirees policy as presented. Johnson/Felts All ayes.</p>	<p style="text-align: center;">Policy updates and review – Overtime on holidays, add Veteran's Wall to investment policy, update Health Care for Retirees and a review of other policies</p>
<p>District Manager Summers reviewed the Draft Audit with the Trustees. There were no questions to be forwarded to the auditor.</p>	<p style="text-align: center;">Audit draft review with District Manager</p>
<p>District Manager Summers and Landscape & Burial Lead Lopez reported on the need for a second dirt yard. MMSC to allow Summers to spend no more than \$5,000 to set up the new yard. Philpot/Ouzounian All ayes.</p>	<p style="text-align: center;">Critical situation, excess dirt, 2nd dirt yard needed</p>
<p>Summers gave her report. Landscape/Burial Crew Lead, Lopez reported on the issues related to edging around stones with limited staffing hours and without the Social Vocational Services crew.</p> <p>MMSC to recall the Social Vocational Services crew. Johnson/Felts All ayes.</p>	<p style="text-align: center;">Manager Report and Strategic Plan items, including edging around stones</p>
<p>MMSC to accept the reports as presented.</p>	<p style="text-align: center;">Burial count and workload report</p>
<p>Board request to include an end page to the financials that includes all increase to expenses so a decision could be made regarding adjustments to the Budget. Tom Link left the meeting at 10:50am. Vice Chair Philpot presided over the rest of the meeting. The credit card statement was not</p>	<p style="text-align: center;">Financial Reports and Credit Card review</p>

<p>in the packet, it will be included next month. MMSC to accept the financials as presented. Philpot/Ouzounian All ayes.</p>	
<p>There being no further business the meeting was adjourned at 10:56am.</p>	<p>Other Board Matters</p>
<p>10-28-2020</p>	<p>Adjournment</p>
<p>Tom Link, Board Chair </p>	
<p>Geneva Philpot, Vice Chair </p>	
<p>Cindy Summers, District Manager </p>	
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