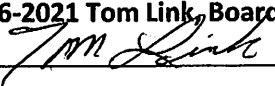


**VISALIA PUBLIC CEMETERY DISTRICT  
BOARD OF TRUSTEES REGULAR MEETING  
WEDNESDAY, April 28, 2021 9:00 A.M.  
In Cemetery Chapel and All attendees to maintain distancing and mask guidelines  
MINUTES**

<p>The meeting of the Board of Trustees was called to order at 9:03 am by Chairperson Link. Other Trustees present; Felts, Philpot, Ouzounian and Johnson. Also present were District Manager Summers and 2 staff Lopez, Jr and Greenlee. 3 members of the public were present.</p>	<p style="text-align: center;"><b>CALL TO ORDER AND RECORD OF ATTENDANCE</b></p>
<p>Mark Marshall of Golden State Risk Management Authority introduced himself and thanked the Visalia Cemetery for agreeing to host the Public Cemetery Alliance meeting in June. GSRMA insures 130 cemeteries and Mark considers Visalia a shining star and a very beautiful well-kept cemetery. GSRMA will be hosting their annual conference in October in Old Sacramento at the Embassy Suites. Tom Link introduced Betty O'Dell and Darlyn Davis, he stated that they were both interested in the cemetery and what the Board does.</p>	<p style="text-align: center;"><b>Public Comment</b></p>
<p>MMSC Approve as presented. Johnson/Philpot All ayes.</p>	<p style="text-align: center;"><b>Minutes from Regular Meeting 3-31-2021 &amp; Special Meeting 4-19- 2021</b></p>
<p>The tour included viewing the crack in the roof/ceiling of the VMG, Southland, Silent Hearts, Lady of Guadalupe, Fencing, property owned and not owned to the south and west. Concerns with congestion of available graves in the south west, potential areas for expansion and watching the edging crew at work.</p>	<p style="text-align: center;"><b>30 min. tour of south &amp; west side re: # of graves, property, fencing and mural site</b></p>
<p>Tabled until the next meeting.</p>	<p style="text-align: center;"><b>Mural Presentation</b></p>
<p>Tom reported that the meeting was about interviews and that it was important to have standard questions and don't ask ice breaker type questions that could lead to unintended problems.</p>	<p style="text-align: center;"><b>Report on Zoom Meeting attended by Tom Johnson</b></p>
<p>MMSC to approve the proposal from Seals Construction. Funds to be paid from Capitol Outlay. Johnson/Ozounian All Ayes.</p>	<p style="text-align: center;"><b>VMG roof repair proposal</b></p>
<p>MMSC to approve the proposal from Christy Vault/T.C. Construction and Design, Inc. for Hexagon Niches in Silent Hearts. Funds to be paid from Expansion. Ozounian/Johnson All Ayes.</p>	<p style="text-align: center;"><b>Hexagon Niches for Silent Hearts</b></p>
<p>MMSC to approve the update to the Vision Statement with changes discussed. Philpot/Felts All Ayes.</p>	<p style="text-align: center;"><b>Vision Statement Update</b></p>
<p>Summers gave her report. MMSC to approve the renting of an apartment to an employee at a reduced rate in exchange for "friendly eyes" on the cemetery. Have a notice signed by the employees that have reduced rent that explains that</p>	<p style="text-align: center;"><b>Strategic Plan and Managers Report including cemetery housing</b></p>

<p>when they separate from the district the rent will return to the normal rate. Philpot/Ozounian All Ayes. The next Board meeting to be held in the cemetery office.</p>	
<p>Summers gave her report.</p>	<p>Burial Count and Workload report for March</p>
<p>Summers gave her report which included the 3<sup>rd</sup> quarter budget to actuals report. MMSC to accept as reported. Felts/Ozounian All Ayes.</p>	<p>Financial Reports and Credit Card review</p>
<p>The Board requested that Summers supply the Board copies of Cheryl Avila's letter regarding long range planning to all of them.</p>	<p>Other Board Matters</p>
<p>All the ideas from the Special Meeting were placed on the plan worksheet in the area that was noted - Strategic Plan, Project List, Maintenance Issues or Beautification. The Board is going to review this information on their own and this item is to be placed back on the agenda for May.</p>	<p>Strategic Planning – continued from Special Meeting – led by Philpot</p>
<p>Discussion regarding minimum wage adjustments and adding levels 7 and 8 and decreasing the amount between levels to 3% instead of 5% with-out reducing employee's current salary and to start level 1 at above the minimum wage. Board gave instruction to Summers to rework the wage scale and to include it on the next agenda.</p>	<p>Wage Scale – Tabled from the Special Meeting</p>
<p>After discussion, the Board gave instruction to Summers to present a proposed budget along with the updated wage scale to the Financial Oversight Committee on May 19, 2021 at 2pm and to include them both on the next agenda.</p>	<p>Preliminary budget review – Tabled from the Special Meeting</p>
<p>There being no further business the meeting was adjourned at 12 pm.</p>	<p>Adjournment</p>
<p>5-26-2021 Tom Link, Board Chair</p> 	<p>Cindy Summers, Dist. Manager</p> 