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14361 Tierra Bonita Road, Poway, CA 92064
Phone (858) 748-5760 | Fax (858) 748-5824
Email: admin@dearbornceemetery.com | Website: www.dearbornceemetery.com
General Manager | Carrie Perryman

Board of Trustees | James Lyon, President | Robert Thomas, Vice President | Denise Polito, Secretary

MINUTES

Regular Board Meeting

July 27, 2022

1. Call to order / Roll Call

The regular meeting of the Board of Trustees of the Pomerado Cemetery District was called to order at 3:04 p.m. by Board President, James Lyon.

Attendance

Members Present	Board President, James Lyon and Board Vice President, Robert Thomas,
Teleconference:	Board Secretary, Denise Polito
Members Absent:	None
District Staff Present:	General Manager, Carrie Perryman
Public:	
Guest(s):	None
Correspondence:	None

2. Approve Agenda as posted or as amended.

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To approve the agenda as presented.” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

3. Minutes

The Board read the minutes of the meeting dated June 28, 2022.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the meeting minutes of June 28, 2022, as presented” Board Vice President, Robert Thomas seconded the motion. Motion carried unanimously.

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4. Trustee Comments and Reports

No report.

CONTINUED BUSINESS

1. Front Entry Project

Carrie reported that Architect James Mickartz is investigating the possible causes of the loose pavers at the north entrance. He will present his findings to the District for review before submitting a written report and recommendation to Grahovac Construction Company.

2. Well Project

All the equipment for the well project has arrived. Fain Drilling and Pump Company installed the pump and is currently working on the installation of the electrical and pump controls. All the irrigation lines and components have been installed by cemetery staff and the District is ready to introduce well water into our existing irrigation system. Carrie will keep the board updated on the progress.

NEW BUSINESS

- None

CEMETERY OPERATIONS

1. Personnel

There was discussion regarding cemetery staff. Carrie informed the board that Administrative Assistant Diana Sisson is temporarily working part-time.

2. Discussion Items

The improvements to the cul de sac area and the ongoing well project were reviewed. The Board discussed several future capital projects including the development of additional burial plots, committal areas, and road improvements. Based on the discussion, Carrie will gather more detailed information to present at a planning workshop in September 2022.

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BUSINESS REPORT

1. Financial and Interment Report for June 2022.

- Deposit Permit: Total Revenue for June 2022 \$ **120,752.03**
- The funds were disbursed as follows:
 - San Diego County Treasury:
 - Capital Outlay \$4,600.00
 - General Fund \$74,917.03
 - Endowment \$21,850.00 a public trust fund with Stifel, Nicolaus & Company.
 - Pre-Need Income \$ 19,385.00 to Wells Fargo Bank.
- Warrant for August 2022 was signed in the amount of \$ **103,000.00**
- Interments for June - 17

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To approve the financial and interment reports as presented; and the deposit permit for June 2022 to the San Diego County Treasury and Wells Fargo Bank.” Board Secretary, Denise Polito seconded the motion. Motion carried unanimously.

ADJOURNMENT

1. Next Scheduled Board Meeting

The next regular board meeting is scheduled for Wednesday, August 24, 2022, at 3:00 pm.

Meeting Adjourned.

Denise Polito/Board Secretary

Date: 8-24-2022

Robert Thomas /Board Vice President

I certify that a quorum was present. I hereby certify that the foregoing is a true and correct copy of the Board of Trustees Meeting held Wednesday, July 27, 2022.