

# Pomerado Cemetery District

*A Special District of the State of California*

## Dearborn Memorial Park

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Website: www.dearborncemetery.com

**General Manager**  
Carrie Perryman

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

### MINUTES

Regular Board Meeting

September 24, 2019

#### 1. Call to order / Roll Call

The regular meeting of the Board of Trustees of the Pomerado Cemetery District took place at the District office.

Board President, James Lyon called the meeting to order at 3:02 p.m.

#### Attendance

Members Present: Board President, Jim Lyon, Board Vice President, Robert Thomas and Board Secretary, Denise Polito.

Members Absent: None

District Staff Present: General Manager, Carrie Perryman

#### Public Oral:

Guest(s): None

Correspondence: None

#### 2. Approve Agenda as posted or as amended.

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

#### 3. Minutes

The Board read the minutes of the Regular Meeting dated August 22, 2019.

**Board Action: MOTION** – Board Secretary, Denise Polito moved, "To approve the regular meeting minutes of August 22, 2019 as presented." Board Vice President, Robert Thomas seconded the motion. Motion carried unanimously.

1 **4. Trustee Comments and Reports**

2 No reports made.

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4 **CONTINUED BUSINESS**

5 **1. After Hours Activity**

6 With the increased after-hours activity, the following motion was made:

7 **Board Action: MOTION** – Board Vice President, Robert Thomas, moved “To lock the cemetery gates after the  
8 completion of the new south entry with date and time to be determined.” Board Secretary Denise Polito, seconded  
9 the motion. Motion carried unanimously.

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12 **NEW BUSINESS**

13 **1. Policy Review – Rules and Regulations**

14 Tabled until the October meeting.

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16 **CEMETERY OPERATIONS**

17 **1. Front Entrance Update**

18 The bid proposal from RJM Design Group for the preparation of construction documents for the new front entry was  
19 reviewed by the board. The board requested a more detailed breakdown of the fees.

20 **3. Personnel**

21 Carrie reported that Foreman, Carson Lowe returned to work and that temporary employee, Presley Griffiths was no  
22 longer employed by the District.

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24 **BUSINESS REPORT**

25 **1. Financial and Interment Report for August 2019.**

- 26 • Deposit Permit: Total Revenue for August 2019 – **\$59,211.32**. The funds were disbursed as follows:
- 27 • San Diego County Treasury:
- 28 ○ Capital Outlay \$3,200.00
- 29 ○ General Fund \$ 39,661.32
- 30 • Endowment \$14,320.00 to a public trust fund with Wells Fargo Advisors.
- 31 • Pre-Need Income \$2,030.00 to Wells Fargo Bank.
- 32 • Warrant for October 2019 was signed in the amount of **\$ 95,000.00**
- 33 • Interments for August – 6

34  
35 **Board Action: MOTION** – Board Secretary, Denise Polito moved, “To approve the financial and interment reports  
36 as presented; and the deposit permit for August 2019 to the San Diego County Treasury and Wells Fargo Bank.”  
37 Board Vice President, Robert Thomas, seconded the motion. Motion carried unanimously

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### ADJOURNMENT

#### 1. Next Scheduled Regular Board Meeting

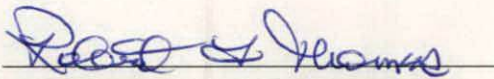
The next special board meeting is scheduled for Wednesday, October 9, 2019, at 3:00 p.m. at the District Office.

The next regular board meeting is scheduled for Wednesday, October 30, 2019, at 3:00 p.m. at the District Office.

Meeting Adjourned at 4:50 p.m.

  
Denise Polito/Board Secretary

Date: 10-30-2019

  
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 Tuesday, September 24, 2019.

