

Pomerado Cemetery District

A Special District of the State of California

Dearborn Memorial Park

14361 Tierra Bonita Road, Poway, CA 92064

Phone: (858) 748-5760 & (858) 748-5820; Fax: (858) 748-5824

Email: dearborncemetery@gmail.com

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 July 16, 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 3:05 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. Additions to the Agenda:

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 Special Meeting dated June 14, 2019.

Board Action: MOTION – Board Secretary, Denise Polito moved, "To approve the special meeting minutes of June 14, 2019 as presented." Board Vice President, Robert Thomas seconded the motion. Motion carried unanimously.

1 **4. Minutes**

2 The Board read the minutes of the Special Budget Workshop dated June 19, 2019.

3 **Board Action: MOTION** – Board Vice President, Robert Thomas moved, “To approve the special budget
4 workshop minutes of June 19, 2019 as presented.” Board Secretary, Denise Polito seconded the motion. Motion
5 carried unanimously.

6
7 **5. Minutes**

8 The Board read the minutes of the Regular Board Meeting dated June 20, 2019.

9 **Board Action: MOTION** – Board Vice President, Robert Thomas moved, “To approve the regular board meeting
10 minutes of June 20, 2019 as presented.” Board President, James Lyon seconded the motion. Motion carried
11 unanimously.

12
13 **6. Trustee Comments and Reports**

14 Robert Thomas reported he attended the LAFCO Special Advisory Committee Meeting on Friday, June 21, 2019.

15 The topics covered at the meeting were the LAFCO Work Plan and the new website for the Special Advisory
16 Committee.

17
18 **CONTINUED BUSINESS**

19 **1. Request for Jewish Section**

20 The board reviewed the response from Attorney Samuel Hoffman regarding the request from the Chabad of Poway.

21 **Board Action: MOTION** – Board Secretary, Denise Polito moved, “To make the following proposal to the Chabad
22 of Poway: The twenty contiguous graves in Section E must be purchased by individuals. Pomerado Cemetery
23 District will hold the twenty graves and honor the 2018/19 Prices until September 1, 2019. The admin fees for
24 changes to successor owners will be waived for the first five years. No border will be allowed around any grave or
25 blocks of graves, or any portion thereof.” Board President, Jim Lyon seconded the motion. Motion carried
26 unanimously.

27
28 **2. Audit Proposals**

29 **Board Action: MOTION** – Board Secretary, Denise Polito moved, “To accept the audit proposal from Spafford &
30 Landry, Inc. for the fiscal year ending June 2019.” Board Vice President, Robert Thomas seconded the motion.
31 Motion carried unanimously.

32
33 **3. Policy Review - #3600 Burial & Marker Limits**

34 After the board reviewed the burial and marker limits of other cemetery districts it was decided to revise policy
35 #3600. The prominent change affects burial and marker limits as follows: Maximum of four burials and one marker
36 per standard grave and a maximum of two burials and one marker per cremation and infant grave.

37 **Board Action: MOTION** – Board President, Jim Lyon moved, “to adopt the revised Policy #3600 as presented.”
38 Board Vice President, Robert Thomas seconded the motion. Motion carried unanimously.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37

NEW BUSINESS

1. Report from Sandra Wheeler – Wells Fargo Advisors

Sandra Wheeler provided reports to the board on our investment accounts. We will schedule a conference call in the next few months to review the reports with Sandra Wheeler.

2. LAFCO and CSDA Elections.

It was the consensus of the board to vote for Mark Baker for the San Diego County Consolidated Redevelopment Oversight Board and Kelly Rivers for the CSDA Board of Directors Seat B Southern Network.

CEMETERY OPERATIONS

1. Front Entrance Update

RJM is currently working on the final details of the design options. A special meeting will be scheduled early August for a presentation.

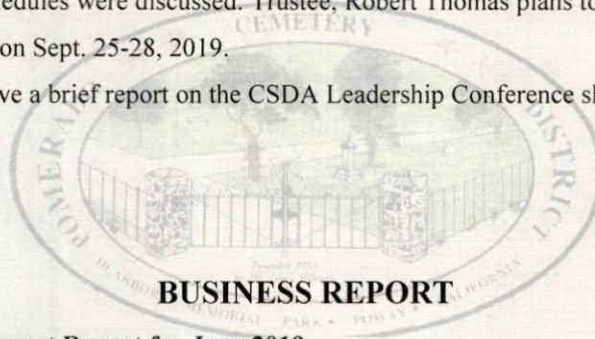
2. Conference Schedule

The upcoming conference schedules were discussed. Trustee, Robert Thomas plans to attend the CSDA Annual Conference in Anaheim, CA. on Sept. 25-28, 2019.

Manager, Carrie Perryman gave a brief report on the CSDA Leadership Conference she attended in June.

3. Personnel

No report



BUSINESS REPORT

1. Financial and Interment Report for June 2019.

- Deposit Permit: Total Revenue for June 2019 – **\$64,366.32**. The funds were disbursed as follows:
 - San Diego County Treasury:
 - Capital Outlay \$2,000.00
 - General Fund \$ 31,541.32
 - Endowment \$8,700.00 to a public trust fund with Wells Fargo Advisors.
 - Pre-Need Income \$22,125.00 to Wells Fargo Bank.
- Warrant for August 2019 was signed in the amount of **\$ 95,000.00**
- Interments for May – 7

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

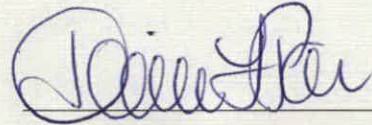
1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17

ADJOURNMENT

1. Next Scheduled Regular Board Meeting

The next regular board meeting is scheduled for Thursday, August 22, 2019, at 3:00 p.m. at the District Office.

Meeting Adjourned at 5:15 p.m.



Denise Polito/Board Secretary

Date: 8-22-2019



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 Thursday, July 16, 2019.

