

Pomerado Cemetery District

A Special District of the State of California

Dearborn Memorial Park

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General Manager
Carrie Perryman

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

MINUTES

Regular Board Meeting

April 18, 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, Jim Lyon called the meeting to order at 3:07p.m.

Attendance

Members Present: Board President, Jim Lyon and Board Secretary, Denise Polito

Members Absent: Board Vice President, Robert Thomas

District Staff Present: General Manager, Carrie Perryman

Public Oral:

Guest(s): None

Correspondence: None

2. Additions to the Agenda: None

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

3. Minutes

The Board read the minutes of the Special Meeting dated March 14, 2019.

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

1 The Board read the minutes of the Special Closed Meeting dated March 21, 2019.

2 **Board Action: MOTION** – Board Secretary, Denise Polito moved, “To approve the special closed meeting minutes
3 of March 21, 2019 as presented.” Board President, James Lyon seconded the motion. Motion carried unanimously.

4
5 The Board read the minutes of the Regular Meeting dated March 21, 2019.

6 **Board Action: MOTION** – Board Secretary, Denise Polito moved, “To approve the regular meeting minutes of
7 March 21, 2019 as amended.” Board President, James Lyon seconded the motion. Motion carried unanimously.

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10 **4. Trustee Comments and Reports**

11 None

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13 **CONTINUED BUSINESS**

14 **1. Road Maintenance**

15 Jim Lyon reported Pomerado Cemetery District’s request to join the City of Poway’s Paving Contract has been
16 approved. Details of the contract are being discussed and we will have attorney Karen O’Neil assist in drafting the
17 agreement.

18 **Board Action: MOTION** – Board President, Jim Lyon moved, “To join The City of Poway Paving Contract not to
19 exceed \$200,000.00.” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously

20
21 **2. Request for Jewish Section**

22 No Action taken.

23
24 **NEW BUSINESS**

25 **1. PCD Casket Lowering Policy**

26 **2019.1 For safety reasons, no viewing (witnessing) of the casket lowering is allowed.**

27 **Board Action: MOTION** – Board President, Jim Lyon moved, “To adopt PCD Casket Lowering Policy 2019.1.”
28 Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously

29
30 **CEMETERY OPERATIONS**

31 **1. Front Entrance Update**

32 Carrie reported preliminary work has begun on the new front entrance. The survey was completed on April 4.

33 RJM scheduled the kick off meeting for Tuesday April 23, 2019.

34 **2. Policy Review – Rules and Regulations 2.1 – 2.5**

35 The board reviewed the Non-Resident section of the Rules and Regulations.

36 **3. Local Area Meeting – May 16, 2019**

37 Preparations are underway for the Local Area Meeting.

1 **4. CSDA GM Leadership Summit – June 23-25, 2019**

2 General Manager, Carrie Perryman, plans to attend the CSDA GM Leadership Summit.

3 **5. Personnel**

4 Carrie reported Victor Castro remains on a modified schedule due to restrictions placed by his doctor from a work
5 related injury.

7 **BUSINESS REPORT**

8 **1. Financial and Interment Report for March 2019.**

- 9 • Deposit Permit: Total Revenue for March 2019 – **\$31,565.85**. The funds were disbursed as follows:
 - 10 ▪ San Diego County Treasury:
 - 11 ○ Capital Outlay \$1,200.00
 - 12 ○ General Fund \$ 20,880.85
 - 13 ▪ Endowment \$5,220.00 to a public trust fund with Wells Fargo Advisors.
 - 14 ▪ Pre-Need Income \$4,265.00 to Wells Fargo Bank.
- 15 • Warrant for May 2019 was signed in the amount of **\$ 93,100.00**
- 16 • Interments for March – 9

18 **Board Action: MOTION** – Board Secretary, Denise Polito moved, "To approve the financial and interment reports
19 as presented; and the deposit permit for March 2019 to the San Diego County Treasury and Wells Fargo Bank."
20 Board President, James Lyon, seconded the motion. Motion carried unanimously

22 **ADJOURNMENT**


23 **1. Next Scheduled Special Board Meeting**

24 A Special Board Meeting is scheduled for Tuesday, April 23, 2019, at 1:30 p.m. at the District Office.

25 **Next Scheduled Regular Board Meeting**

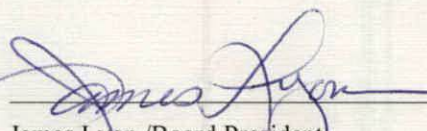
26 The next regular board meeting is scheduled for Thursday, May 16, at 3:00 p.m. at the District Office.

27 Meeting Adjourned at 5:00 p.m.

28 

Denise Polito/Board Secretary

30 Date: 5-16-19

31 

34 James Lyon /Board President

36 I certify that a quorum was present. I hereby certify that the foregoing is a true and correct copy of the Board of
37 Trustees Meeting held Thursday, April 18, 2019.