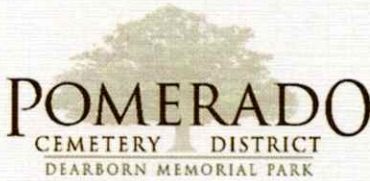


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14361 Tierra Bonita Road, Poway, CA 92064
Phone (858) 748-5760 | Fax (858) 748-5824

Email: admin@dearborncemetery.com | Website: www.dearborncemetery.com
General Manager | Carrie Perryman

Board of Trustees | James Lyon, President | Kevin Haupt, Vice President | Denise Polito, Secretary

MINUTES

Regular Board Meeting

August 23, 2023

1. Call to order / Roll Call

The regular meeting of the Board of Trustees of the Pomerado Cemetery District was called to order at 3:08 p.m. by Board President, James Lyon.

Attendance

Members Present Board President, James Lyon, and Board Vice President, Kevin Haupt

Members Absent: Board Secretary, Denise Polito

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, Kevin Haupt 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 meeting dated July 26, 2023.

Board Action: MOTION – Board Vice President, Kevin Haupt moved, “To approve the meeting minutes dated July 26, 2023, as presented” Board President, Jim Lyon seconded the motion. Motion carried unanimously.

4. Trustee Comments and Reports

James Lyon reported on a local news story regarding a public cemetery district in San Diego County. There was a brief discussion, and no action was taken.

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CONTINUED BUSINESS

1. Closed Session

Pursuant to Gov Code 54956
Real Property Negotiations
Property: APN 3211900500

Board Action: MOTION – Board Vice President, Kevin Haupt moved, “To enter into closed session pursuant to the Agenda Gov Code 54956.” Board President, James Lyon, seconded the motion. Motion carried unanimously.

Reconvene into Open Session – Report from Closed Session

Board Action: MOTION – Board President, James Lyon moved, “To reconvene into open session” Board Vice President, Kevin Haupt, seconded the motion. Motion carried unanimously.

The Board of Trustees reported that they convened in closed session. There was no action taken and nothing to report.

2. Capital Planning

Cemetery Residence

Carrie reported the application for the building permit is scheduled for submittal to the City of Poway on Friday, August 25, 2023.

NEW BUSINESS

1. Policy Revisions

- **Vacation and Sick Policy**
Tabled
- **Disinterment Policy/Fee**
Tabled
- **Niche Wall Pricing**
Tabled

CEMETERY OPERATIONS

1. Personnel

New employee, Luis Cuadra, was introduced to the board of trustees.

2. Discussion Items

Carrie reported that another catalpa tree fell during the recent storm. This is the second tree to fall in the past two months. Carrie has contacted *West Coast Arborists* to discuss the removal of the catalpa trees that are leaning.

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BUSINESS REPORT

1. Financial and Interment Report for July 2023.

- Deposit Permit: Total Revenue for July 2023 \$ 60,378.71
- The funds were disbursed as follows:
 - San Diego County Treasury:
 - Capital Outlay \$ 2,800.00
 - General Fund \$ 42,924.71
 - Endowment \$14,654.00 a public trust fund with Stifel, Nicolaus & Company.
 - Pre-Need Income \$0 to Wells Fargo Bank.
- Warrant for September 2023 was signed in the amount of \$ 250,000.00.
- Interments for July - 8

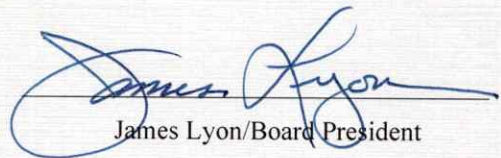
Board Action: MOTION – Board President, James Lyon moved, “To approve the financial and interment reports as presented; and the deposit permit for July 2023 to the San Diego County Treasury and Wells Fargo Bank.” Board Vice President, Kevin Haupt seconded the motion. Motion carried unanimously.

ADJOURNMENT


1. Next Scheduled Board Meeting

The next regular board meeting is scheduled for Wednesday, September 20, 2023, at 3:00 pm.
Meeting Adjourned.

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, August 23, 2023.


James Lyon/Board President

Date: 09-20-2023


Kevin Haupt /Board Vice President