

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

October 20, 2021

1. Call to order / Roll Call

The regular meeting of the Board of Trustees of the Pomerado Cemetery District was called to order at 3:02 p.m. by Board President, James Lyon.

Attendance

Members Present

Board President, James Lyon, Board Vice President, Robert Thomas, and 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 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 meeting dated September 29, 2021.

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To approve the meeting minutes of September 29, 2021, as presented.” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

4. Trustee Comments and Reports

None.

CONTINUED BUSINESS

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
38
39
40

1. Front Entry Project – Report

A brief update was provided to the board on the progress of the south entrance. Soil inspections for the caissons were completed and the concrete delivery is scheduled for October 26, 2021. The Change Order for additional asphalt paving at the south entrance was provided to the board.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve Change Order #4 for additional asphalt at the south entrance in the amount of \$18,251.58” Board Vice President, Robert Thomas, seconded the motion. Motion carried unanimously.

2. Trustee Reappointment

The letter to request the reappointment of Trustee Denise Polito has been submitted to office of County Supervisor Joel Anderson.

3. Closed Session

Pursuant to Gov Code 54956
Russo vs. Pomerado Cemetery District

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To enter into closed session pursuant to the Agenda Gov Code 54956.” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

Reconvene into Open Session – Report from Closed Session

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To reconvene into open session” Board Secretary, Denise Polito, 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.

NEW BUSINESS

1. Closed Session
Pursuant to Gov Code 54956
Public Employee Performance Evaluation
Title: General Manager

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To enter into closed session pursuant to the Agenda Gov Code 54956.” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

Reconvene into Open Session – Report from Closed Session

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To reconvene into open session” Board Secretary, Denise Polito, 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.

CEMETERY OPERATIONS

1. Personnel

- Employee Safety Awards

• **Board Action: MOTION** – Board Secretary, Denise Polito moved, “To approve an employee safety award and incentive in the amount of \$250.00 to be given in December 2021.” Board Vice President, Robert Thomas, seconded the motion. Motion carried unanimously.

2. Discussion

- **November and December Board Meeting Schedule**

It was decided that due to the holidays the regular board meetings will be held on November 17, 2021, at 3:00 pm and December 17, 2021, at 11:30 am.

BUSINESS REPORT

1. Financial and Interment Report for September 2021.

- Deposit Permit: Total Revenue for September 2021 \$ **122,538.46**
- The funds were disbursed as follows:
 - San Diego County Treasury:
 - Capital Outlay \$4,400.00
 - General Fund \$88,502.46
 - Endowment \$20,900.00 a public trust fund with Stifel, Nicolaus & Company.
 - Pre-Need Income \$8,736.00 to Wells Fargo Bank.
- Warrant for November 2021 was signed in the amount of \$ **98,000.00**
- Interments for September- 20

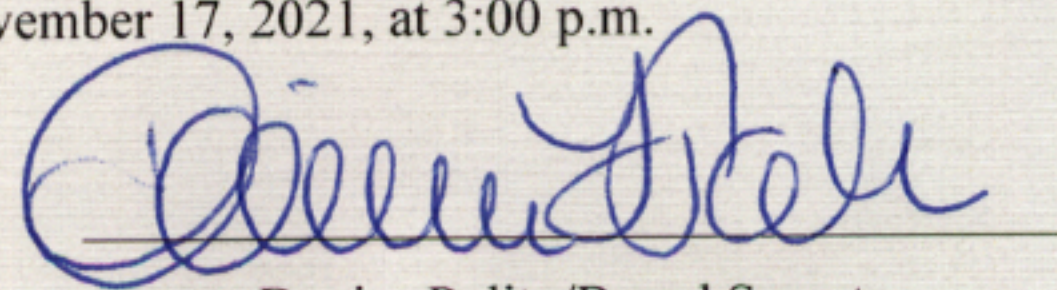
Board Action: MOTION – Board Vice President, Robert Thomas moved, “To approve the financial and interment reports as presented; and the deposit permit for September 2021 to the San Diego County Treasury and Wells Fargo Bank.” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

ADJOURNMENT

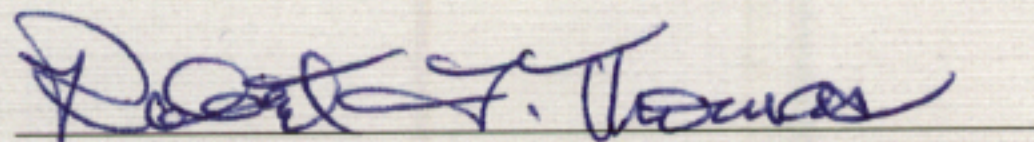
1. Next Scheduled Board Meeting

The next regular board meeting is scheduled for Wednesday, November 17, 2021, at 3:00 p.m.

Meeting Adjourned at 5:30 p.m.


Denise Polito/Board Secretary

Date: November 17, 2021



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, October 20, 2021.