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General Manager | Carrie Perryman

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

MINUTES

Regular Board Meeting

June 21, 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 3:00 p.m. by Board President, James Lyon.

Attendance

Members Present Board President, James Lyon, Board Vice President, Kevin Haupt, 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, Kevin Haupt seconded the motion. Motion carried unanimously.

3. Minutes

The Board read the minutes of the meeting dated May 24, 2023.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the meeting minutes dated May 24, 2023, as presented” Board Vice President, Kevin Haupt seconded the motion. Motion carried unanimously.

4. Trustee Comments and Reports

None

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CONTINUED BUSINESS

1. 2023-24 Budget Workshop

Work on the 2023-24 Budget continued. Additional information was provided based on discussion during the previous meeting. After further review, the following motion was made.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To adopt the Fiscal Year 2023-24 Budget in the amount of \$4,100,000.00 with a 6.5% increase to fees, and the new employee pay scale as presented.” Board Vice President, Kevin Haupt seconded the motion. Motion carried unanimously.

2. Closed Session

Conference with Real Property Negotiations
Property: APN 3211900500

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

The Board of Trustees reported that they convened in closed session. The board authorized General Manager, Carrie Perryman and Real estate Broker, Caren Kelley, to begin negotiations on the property acquisition.

NEW BUSINESS

None

CEMETERY OPERATIONS

1. Personnel

Carrie reported that employee, Victor Castro retired on June 16, 2023. A job offer for the open position has been accepted and the pre-employment screening is in process.

2. Discussion Items

None

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BUSINESS REPORT

1. Financial and Interment Report for May 2023.

- Deposit Permit: Total Revenue for May 2023 \$ 55,337.37
- The funds were disbursed as follows:
 - San Diego County Treasury:
 - Capital Outlay \$ 1,400.00
 - General Fund \$ 39,928.37
 - Endowment \$6,986.00 a public trust fund with Stifel, Nicolaus & Company.
 - Pre-Need Income \$7,023.00 to Wells Fargo Bank.
- Warrant for July 2023 was signed in the amount of \$ 250,000.00.
- Interments for May - 12

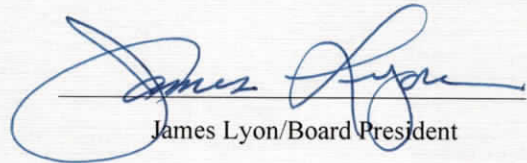
Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the financial and interment reports as presented; and the deposit permit for May 2023 to the San Diego County Treasury and Wells Fargo Bank.” Board Vice President, Kevin Haupt seconded the motion. Motion carried unanimously.

ADJOURNMENT

1. Next Scheduled Board Meeting

The next regular board meeting is scheduled for Wednesday, July 26, 2023, at 3:00 pm.
Meeting Adjourned at 4:40 pm.

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, June 21, 2023.


James Lyon/Board President

Date: 07-26-2023


Kevin Haupt /Board Vice President