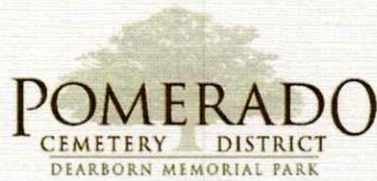


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14361 Tierra Bonita Road, Poway, CA 92064
Phone (858) 748-5760 | Fax (858) 748-5824
Email: admin@dearborncemetery.com | Website: www.dearborncemetery.com
General Manager | Carrie Perryman

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

MINUTES

Regular Board Meeting

December 27, 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, and Board Vice President, Kevin Haupt, and Board Secretary, Denise Polito

Members Absent: None

District Staff Present: General Manager, Carrie Perryman

2. Public:

Guest(s): None

Correspondence: None

3. Minutes

The Board read the minutes of the meeting dated November 29, 2023, 2023.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the meeting minutes dated November 29, 2023, as presented” Board Vice President, Kevin Haupt seconded the motion. Motion carried unanimously.

4. Trustee Discussion, Questions, Comments, and Reports

None

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CONTINUED BUSINESS

5. Capital Planning

Cemetery Expansion: Jim Lyon gave a report on the December 7th and 21st meetings with RJM Design Group, Tom Carcelli of CivTEC, and Austin Hughes of Murow Development Consultants. Details of the expansion areas were the topic of discussion. The board decided to schedule a site visit of the expansion areas.

Cemetery Residence: Jim Lyon and Carrie gave an update on the MDRA process for the cemetery residence.

NEW BUSINESS

None

CEMETERY OPERATIONS

6. Monthly Report

- a) Personnel - No report
- b) On December 24, 2023, Carrie received calls reporting a car accident that caused property damage on the cemetery grounds. The following week, the responsible individual reported the incident to the District and filed a claim with their insurance company. The board instructed Carrie to install signage warning of the steep grade.

BUSINESS REPORT

7. Financial and Interment Report for November 2023.

- Deposit Permit: Total Revenue for November 2023 \$ **45,619.52**
The funds were disbursed as follows:
 - San Diego County Treasury:
 - Capital Outlay \$ 1,800.00
 - General Fund \$33,081.52
 - Endowment \$ 9,478.00 a public trust fund with Stifel, Nicolaus & Company.
 - Pre-Need Income \$1,260.00 to Wells Fargo Bank.
- Warrant for January 2024 was signed in the amount of \$ **125,000.00**.
- Interments for November – 12

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

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ADJOURNMENT

8. Next Scheduled Board Meeting

The next regular board meeting is scheduled for Wednesday, January 24, 2024, 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, December 27, 2023.



Denise Polito/Board Secretary

Date: 1-29-2024



Kevin Haupt /Board Vice President