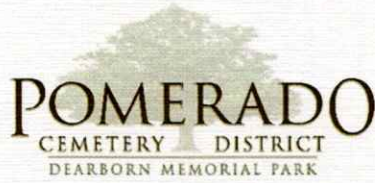


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14361 Tierra Bonita Road, Poway, CA 92064
Phone (858) 748-5760 | Fax (858) 748-5824

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
October 25, 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 September 20, 2023, 2023.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the meeting minutes dated September 20, 2023, as presented” Board Vice President, Kevin Haupt seconded the motion. Motion carried unanimously.

4. Trustee Discussion, Questions, Comments, and Reports

Board President, James Lyon discussed revising the cemetery advertisement in the San Diego Union Tribune. We will contact the Tribune to work on a revision.

CONTINUED BUSINESS

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5. Cemetery Price Adjustments

After review and discussion of the proposed price adjustments, the following motion was made.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the price adjustments, as presented” Board Vice President, Kevin Haupt seconded the motion. Motion carried unanimously.

NEW BUSINESS

6. Trustee Reappointment – Kevin Haupt

Board Action: MOTION – Board President, James Lyon moved, “To approve the reappointment of Trustee Kevin Haupt to Pomerado Cemetery Board for a term of four years” Board Secretary, Denise Polito seconded the motion. Motion carried unanimously.

7. Legal Counsel

Carrie reported on the new attorneys who attended the CAPC Education Seminar in Sacramento. Based on their presentations, an engagement letter was requested from Attorney Robert Hunt and was provided to the board for their review. After discussion, the following motion was made.

Board Action: MOTION – Board Vice President, Kevin Haupt moved, “To enter into an agreement for legal services and representation with Robert Hunt, as presented” Board Secretary, Denise Polito seconded the motion. Motion carried unanimously.

8. Annual Safety Awards

Board Action: MOTION – Board Vice President, Kevin Haupt moved, “To approve the annual safety award in the amount of \$250.00 per employee”. Board Secretary, Denise Polito seconded the motion. Motion carried unanimously.

9. Draft of Annual Financial Statement for fiscal year ending June 30, 2023.

Board Action: MOTION – Board President, James Lyon moved, “To approve the Annual Financial Statement for fiscal year ending June 30, 2023.” Board Vice President, Kevin Haupt seconded the motion. Motion carried unanimously.

10. Capital Planning

The board reviewed our current capital plan and related projects. It was the consensus of the board to continue with the expansion area study with **RJM Design Group**.

CEMETERY OPERATIONS

11. Monthly Report

- a) Personnel
- None

- b) CAPC Education Conference in Sacramento October 6 & 7, 2023.
Carrie reported on several topics from the CAPC Education Conference including legislative updates.

BUSINESS REPORT

1. Financial and Interment Report for September 2023.

- Deposit Permit: Total Revenue for September 2023 \$ 95,133.66
The funds were disbursed as follows:
 - San Diego County Treasury:
 - Capital Outlay \$ 2,800.00
 - General Fund \$ 77,555.66
 - Endowment \$ 14,778.00 a public trust fund with Stifel, Nicolaus & Company.
 - Pre-Need Income \$0 to Wells Fargo Bank.
- Warrant for October 2023 was signed in the amount of \$ 125,000.00.
- Interments for September – 18

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

ADJOURNMENT

1. Next Scheduled Board Meeting

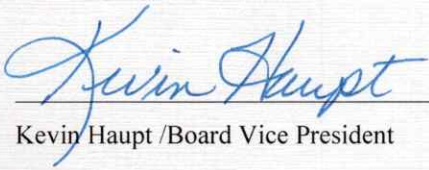
The next regular board meeting is scheduled for Wednesday, November 29, 2023, at 3:00 pm.
Meeting Adjourned.

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, September 20, 2023.



Denise Polito/Board Secretary

Date: Nov. 29, 2023



Kevin Haupt /Board Vice President