

# Pomerado Cemetery District

*A Special District of the State of California*

## Dearborn Memorial Park

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Linda Robison  
General Manager

Emma L. Johnston  
Robert L. Thomas  
Denise L. Polito  
Board of Trustees

### MINUTES

Regular Monthly Board Meeting

June 25, 2015

#### 1. Call to order / Roll Call

The regular monthly meeting of the Board of Trustees of the Pomerado Cemetery District took place at the District business office. Board President, Denise Polito called the meeting to order at 2:19p.m.

#### 2. Attendance

Members Present: Board President, Denise Polito, Board Vice President, Emma Johnston, and Board Secretary, Robert Thomas were present.

District Staff Present: General Manager, Linda Robison

Members Absent: None

Public Oral: None

Guest(s):

3. Correspondence: None

4. Additions to the Agenda: None

**Board Action: MOTION** – Board Secretary, Robert Thomas moved, “To approve the agenda as presented”; Board Vice President, Emma Johnston seconded the motion. Motion carried unanimously.

#### 5. Minutes

The Board read the minutes of the regular meeting dated May 28, 2015.

**Board Action: MOTION** – Board Vice President, Emma Johnston moved, “To approve the regular May 28, 2015 minutes as presented”; Board Secretary, Robert Thomas seconded the motion. Motion carried unanimously.

## CONTINUED BUSINESS

### 1. AB1825 – Harassment Training

Trustee Emma Johnston, and Denise Polito completed their training on Wednesday, June 10, 2015. Another opportunity will be offered at the CAPC Annual Education Seminar in Ventura on Friday, October 9th.

### 2. AB1234 – Ethics Training

The County of San Diego provides a free online training course that may be accessed at <http://www.fppc.ca.gov/index.php?id=477>. Once training is complete you can print out a certificate to return to the District office. A copy will be sent to the Clerk of the Board of Supervisors for the public record. Additionally, certification is available when attending the CSDA conference held in Monterey in September.

### 3. CSDA Conference, Monterey – Monday, Sept. 21 – Thursday, Sept. 24, 2015

## NEW BUSINESS

### 1. District Closure Friday, July 3<sup>rd</sup> for Independence Day

The District will be closed on Friday, July 3, 2015 for the Independence Day Holiday that falls on Saturday, July 4, 2015.

### 2. July Board Meeting Date Change

Linda Robison will be attending the CSDA GM Summit in Newport Beach, and has requested a date change for the July board meeting. The next regular board meeting will be changed to Thursday, July 30, 2015 at 2:00pm in the District office.

## BUSINESS REPORTS FOR May

### 1. Financial report

The monthly combined statement of revenues, expenditures, and cash flows show revenues for the month of May, in the general fund of \$94,198.21, expenditures of \$39,879.07 with a cash flow of \$54,319.14. As for the year-to-date totals in all funds, the reports show revenues of \$989,522.02, expenditures of \$692,528.14, with a cash flow of \$296,993.88. The statement of change and fund balances of all funds shows a net change in cash for the month of May of \$61,654.14.

### 2. Interment Report

The combined interment and deposit permit statement show 8 interments for the month of May and 97 for the fiscal year to date. Compared to this same time last year, for the month there were 3 interments, and for the fiscal year to date there were 99 interments.

### 3. Deposit Permit

1 Further, the deposit permit for the month of May places \$23,852.41 in the General fund held with the San Diego  
2 County Treasury, \$7,335.00 in the Endowment “principal” fund – a public trust fund held with Wells Fargo  
3 Advisor’s, and \$1,350.00 in the Capital Outlay fund held with the San Diego County Treasury, and \$10,122 in the  
4 Pre-Need fund held with Wells Fargo Bank, for a total deposit to the San Diego County Treasury of \$25,202.41 with  
5 a total combined deposit of \$42,659.41.

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7 **Board Action: MOTION** –Board Secretary, Robert Thomas moved, “To approve the financial and interment  
8 reports for May as presented; and the deposit permit for May to the San Diego County Treasury and Wells Fargo  
9 Bank.” Board Vice President, Emma Johnston seconded the motion. All ‘ayes’; Motion carried unanimously.

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## 11 **GROUNDS / STRUCTURES / EQUIPMENT AND PERSONNEL**

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### 12 **1. Grounds / Structures / Equipment:**

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### **SAFETY**

#### 14 **1. Monthly Training:**

15 TOPIC for May 2015: **Blood borne Pathogens – Don’t take the risk**

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### **ADJOURNMENT**

#### 18 **1. Next scheduled regular board meeting**

19 The next regularly scheduled Board Meeting is changed to Thursday, July 30, 2015 at 2:00pm.

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21 **Board Action: MOTION** – Board Secretary, Robert Thomas moved, “To approve the date as amended and  
22 adjourned this meeting at 3:38pm.” “All in favor of approving say ‘aye’; those opposed say ‘no’. All ‘ayes’.  
23 Motion carried unanimously”

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Denise L. Polito / Board Secretary

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Date: \_\_\_\_\_

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Linda Robison /General Manager

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35 I certify that a quorum was present. I hereby certify that the foregoing is a true and correct copy of the Board of  
36 Trustees Meeting held Thursday, June 25, 2015.

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