

MURPHYS CEMETERY DISTRICT
Minutes of the Board of Directors meeting of July 15, 2015

CALL TO ORDER: The meeting was called to order by Chairman Alan Armstrong at 7:10 PM in the Ebbetts Pass Veteran's Memorial District hall. Present were Trustees Alan Armstrong, Jo Brooksher, Maureen Elliott and Caretaker Robert Yeadon. Absent were Trustees Guy Puccio, Jeff St. Louis.

QUORUM: A quorum of three board members was present when the meeting was called to order.

PUBLIC COMMENTS: None

MINUTES: Brooksher moved to accept the Minutes of June 17, 2015 as presented. Elliott seconded. The motion passed 3/0.

CORRESPONDENCE:

1. Elliott told the board that a letter had been received from the children of deceased Mr and Mrs Roland Walker, giving the right to have cremains buried in the Walker plot to Michael and Connie Bailey and with the Walker children giving up their right to burial in their parent's plot. It will be filed with the receipt for the purchase of the plot and entered into the cemetery database.

2. OSHA sent notice, stating that it is a requirement that a fully stocked first aid kit be available on site for employees. Caretaker Yeadon will purchase a kit and the board agreed to reimburse him.

3. The Auditor's office sent a statement on the services that the cemetery district has from AT&T. AT&T still has a land line at 183 Jones St. Elliott contacted AT&T and requested that land line be disconnected.. AT&T suggested a less expensive method of having phone service, a wireless service for a flat \$50 monthly. The contract received does not include costs and is difficult to understand. The board instructed Elliott to contact AT&T, and negotiate a plan that will allow the district to keep its phone number with a phone book listing at the lowest possible rate.

OLD BUSINESS:

1. The design for the Memorial area was approved in concept. Further discussion will be tabled until the area has been cleared.

2. The district liability policy with State Farm does not cover defending Trustees against all potential lawsuits that might arise. Discussion was held on D & O Insurance for the board. Elliott to contact SDRMA and find out what a policy with them would cost.

3. Cal Fire is only taking jobs that do not require burning. After discussion, Cal Fire to be contacted again in the fall to schedule work in the cemetery.

4. Elliott reported that the County Auditor's office will file the annual State Financial Transactions report..

5. Discussion held on if the Wootens are allowed to continue owning burial rights since they live in a different state and have said they do not intend to be buried here. Decided to do investigation on the date they stopped paying property taxes and moved from the district and bring it to the board next month.

NEW BUSINESS:

1. Discussion was held on the new Special Districts Financial Procedures manual provided by the Auditor. It suggests that the district should have a list of fixed assets, so one will be prepared.

2. Discussion was held on maps for the new area of the cemetery. There are only maps for Phase 3 and Phase 4. Caretaker Yeadon drew up the rest of the area but the scale is not the same. Elliott to take to a print shop and get each section copied to the same scale.

3. Elliott moved that a Resolution be passed, allowing the Auditor to pay any warrants submitted with at least two Trustee signatures. Brooksher seconded and motion passed 3/0

4. Discussion held on the new CA sick leave law. It is currently under review with adjustments proposed, the most relevant being that the sick leave accrued may be able to be given every 120 days instead of each pay period.

5. An Invoice to reimburse Robert Yeadon \$299.97 for the Stihl blower purchased for the cemetery was approved and signed by the trustees present.

6. The monthly SDRMA safety brochure on Safety Orientation-A New Way of Thinking was discussed and given to the caretaker.

FINANCIAL REPORTS:

1. County Financial reports as of May 31, 2015 were presented

2. The Budget vs Actuals YTD May 31, 2015 was presented. There is a net of \$18,314 as of that date.

CARETAKER REPORT: No report.

TRUSTEE REPORTS: No reports

DATE OF NEXT MEETING: The next meeting will be held on Wednesday, August 19 at 7PM in the Murphys Schoolhouse.

ADJOURNMENT: Elliott moved that the meeting be adjourned. Brooksher seconded the motion. The motion passed 3/0 and the meeting was adjourned at 9:15 PM