

MURPHYS CEMETERY DISTRICT
Minutes of the Board of Directors meeting of May 15, 2013

CALL TO ORDER: The meeting was called to order by President Alan Armstrong at 7:00 PM at the historic Murphys School at 65 Jones Street, Murphys, CA. Present were Trustees Alan Armstrong, Maureen Elliott, Jeff St. Louis & Kelly Wright; caretaker Robert Yeadon and Chis Rinauri of Proper Pruning. Absent was Trustee Louise Carniglia.

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

AGENDA APPROVAL: Wright moved to accept the Agenda as presented. The motion was seconded by St. Louis and passed 4/0.

MINUTES: Wright moved to accept the Minutes of April 17, 2013 as presented. St. Louis seconded the motion. The motion passed 4/0.

PUBLIC COMMENTS: None

CORRESPONDENCE:

1. Cemetery rate lists from CA Assoc. of Public Cemeteries was discussed. No action needed.

OLD BUSINESS:

1. Armstrong will take the approved minutes of April 17, 2013 to county council so they have what they requested to work with the cemetery on writing an ordinance.

2. Elliott reported that 2 work order forms have been submitted to county Public Works Dept. on the need for road repairs in the cemetery but there has never been a response from them. Elliott will call Public Works.

3. Elliott reported that the electrician who was to hook up our entry gate to the electric supply at the historic Murphys School has not been heard from for several weeks.

4. Caretaker Yeadon reported that the bid he got for a fence around the old baby plot was \$2,500. All agreed that was too costly. Yeadon will explore other ways to enclose the area.

NEW BUSINESS:

1. The Auditor's office provided a form to authorize who may sign for the cemetery district. Elliott moved that two director's must sign all claim forms. St. Louis seconded the motion and the motion passed 4/0

2. The Auditor's office wants all negative line items adjusted. Elliott presented a Budget Transfer form, moving \$1,600 from Professional Services and giving \$600 to Worker Comp Insurance and \$1,000 to Refunds. St. Louis moved that these transfers be approved. Wright seconded the motion and it passed 4/0

3. The Auditor is requiring either all external bank accounts be closed or a member of the board be appointed as Treasurer and be bonded. Elliott moved that the bank account at El Dorado Bank be closed. St. Louis seconded the motion and it passed 4/0. Armstrong has the checkbooks and will take care of closing the account.

4. Proper Pruning submitted a proposal to remove dead wood from the cemetery trees and dispose of all debris from the work at an estimated cost of \$2,500 for two days work. Elliott moved that the bid be accepted. Wright seconded the motion and it passed 4/0.

5. A request was received from Mike Preston that he be allowed to use two of the cremain plots he purchased for a full burial instead of being limited to only cremain burial. There appears to be no reason this should not be allowed so Armstrong was instructed to send a letter to Mr. Preston giving this permission.

6. Elliott reported that the curbed 10 X 10 plot returned to the cemetery by Mr. Conyers has been resold for \$2,500

FINANCIAL REPORTS:

1. There were no plots sold in April

2. Invoices: No invoices for April.

3. YTD April 31, 2013 financial report from the County Auditor was presented.

CARETAKER REPORT: Yeadon had nothing to report.

TRUSTEE REPORTS: Elliott reminded all trustees that they must fill out the Ethics Report and mail it to the county. A print copy of the form was supplied to Trustee Wright.

DATE OF NEXT MEETING: The date of the next board meeting will be June 19, 2013 at 7PM at the Historic Murphys School

ADJOURNMENT: Wright moved that the meeting be adjourned. Elliott seconded the motion. The motion passed 4/0 and the meeting was adjourned at 7:58 PM