

MURPHYS CEMETERY DISTRICT
Minutes of the Board of Directors meeting of July 19, 2017

CALL TO ORDER: The meeting was called to order by Chair Jeff St. Louis at 7:03 PM in the Murphys Historical School. Present were Trustees Maureen Elliott, Jeff St. Louis, and Patti Cripe and Caretaker Robert Yeadon. Trustee Kristi Darby was absent

QUORUM: A quorum of three board members was present.

PUBLIC COMMENTS: None

MINUTES: St Louis moved to accept the Minutes of June 21, 2017. The motion was seconded by Cripe and passed 3/0.

CORRESPONDENCE:

1. Elliott reported that the State Controller's office had requested copies of annual audits for the past four years. She provided a copy of her email to that office, letting them know that the county Board of Supervisors had put the District on a five year audit schedule so the next audit would be for the fiscal year 2016-17.
2. The notice of the Annual Education Seminar provided by CPAC in October was distributed.

OLD BUSINESS:

1. No additional bids have been received to install wood fencing along the back line of the cemetery so this item was tabled until next month in hopes more bids can be obtained. Currently only one bid has been presented.
2. No bids have yet been obtained for installing cement/bricks for the Memorial Area so this item was tabled until next month.

NEW BUSINESS:

1. A review of the history on John Harding's placing decorative items on plots where he does not own the interment rights was held. St. Louis moved that Harding be sent a letter asking why he never signed and returned the agreement between him and the District concerning this subject. Cripe seconded the motion and it passed 3/0
2. The problem of people burying cremains in family plots without the knowledge of the District and without providing the required Disposition of Human Remains form was discussed. Elliott moved that a sign be ordered and placed near the cemetery entrance, letting them know that no cremains may be buried without the proper paperwork being filed beforehand. St. Louis seconded the motion and it passed 3/0
3. Discussion was held on when to request a bid for dead tree removal and trimming of the oaks. Yeadon felt that winter would be the best time, but it was pointed out that, once the leaves have fell, there would be no way to know which branches on the oaks were dead. Elliott was asked to make a request for bids to A-1 Tree Service for the first bid and report back at the next board meeting.
4. Monthly safety brochure "Harassment-A New Look" was discussed and provided to the caretaker.

FINANCIAL REPORTS

1. County financial reports YTD May 31, 2017 were presented
2. Budget vs Actuals YTD May 31, 2017 were presented
3. Invoices: Invoices to AT&T in the amount of \$ \$4.64 for the phone book listing; \$53.40 for wireless phone; and \$53.40 to reimburse Robert Yeadon for mileage and fuel were presented and approved for payment submission.

CARETAKERS REPORT: Yeadon reported that he would be taking off work July 26-28. Boones Memorials has finished the curbing on the Baby Plot and needs to know the wording for the marker. Elliott will contact them on that.

TRUSTEE REPORTS/ITEMS OF INTEREST: Elliott told the board that the SDRMA Annual payroll reconciliation report notice just came by email and that it will be taken care of this week.

ADJOURNMENT: The meeting adjourned at 8:34 PM
The next meeting is scheduled for August 16, 2017 at 7PM.