

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

CALL TO ORDER: The meeting was called to order by Chair Jeff St. Louis at 7:04 PM in the Murphys Historical School. Present were Trustees Maureen Elliott, Jeff St. Louis, Kristi Darby. Absent were Trustee Patti Cripe and Caretaker Robert Yeadon.

QUORUM: A quorum of three board members were present.

PUBLIC COMMENTS: None

MINUTES: St. Louis moved to accept the Minutes of January 18, 2106. The motion was seconded by Darby and passed 3/0. There were no board meetings held in February & March 2017 due to a lack of a quorum

CORRESPONDENCE:

1. CA State Controller letter on 2016 Government Compensation Report. Elliott reported that she has submitted the required information.
2. SDRMA notice of board/committee positions open. No action taken
3. US Dept. of Commerce survey. Elliott reported it was completed
4. SDRMA Reimbursement program. SDRMA will reimburse, up to \$1000, the cost of items purchased that will reduce the risk of loss. Elliott suggested that items such as safety vests and gloves be purchased now and those receipts and the receipts for other similar items already purchased in this fiscal year be submitted. This suggestion was accepted by the board.
5. CAPC emails from other districts concerning their policies on scattering gardens, master plans, weekend services and monitoring cemetery gates were discussed. No action taken.
6. SDRMA removal of small tool item from inventory list was discussed. Since the deductible is higher than the cost of any of the small tools, it was decided that they do not need to be on the inventory list.
7. The Supreme Court decision that private emails and computers that are used to send cemetery business was discussed.
8. Brown Act changes re: items posted on district website. The Agenda must be posted on the Home Page of a website and must be searchable, and downloadable etc. Elliott stated that this month's Agenda was moved to the Home Page even though the law is not yet required.

OLD BUSINESS:

1. Elliott moved that the resignation of trustee Guy Puccio be accepted. St. Louis seconded the motion and the motion passed 3/0
2. After discussion on the Successor Rights draft forms presented by various board members, St. Louis moved that the draft form #4 be used with the addition of the original Assignment of Successor form provided by CAPC and the Right to Succession form. Elliott seconded the motion and the motion passed 3/0
3. The request from Mrs. Martin that she and her husband be allowed burial, when the time comes, without the use of a casket according to Jewish custom was discussed. After discussion St. Louis moved to approve this request with the note that a deposit may be required at the time of a burial to ensure that any grave repairs caused by sinking of the grave, that might happen because of the lack of a vault, would be covered. Darby seconded on the motion and it passed 3/0
4. Several projects passed at earlier board meetings that have not yet been done were discussed.
 - a. On finishing the curb etc for the "Baby Plot", it was decided to have Boone Memorials finish the work since donated funds were available to pay the cost.
 - b. On installing a map kiosk, the board decided to cancel this project for now.
 - c. Since the bid for the wood fence installation was given to the caretaker, who was not present at this meeting, this discussion will be moved to next month.
 - d. The installation of the road name signs will be moved to next month
 - e. After discussion, it was decided that the warning signs that the public was barred from entry to certain roads must be installed ASAP. St. Louis offered to make sure this is done.
 - f. St. Louis offered to obtain a bid for doing the brick/cement work for the proposed Memorial Area.

NEW BUSINESS:

1. Worker comp injury: The condition of our cemetery caretaker was reported.
2. Monthly safety brochures "Diversity in the Real World"; "Hazcom-Are you GHS Ready?"; Driven to Distraction II" were discussed and will be provided to the caretaker on his return to work.
3. Elliott reminded the board members that their Statement of Economic Interests filings are due. Both Darby and St. Louis provided theirs at the meeting.

4. Elliott told the board members about the historical burial grounds located in the Murphys Cemetery District. At this time they are all on private ground, but in the future it is possible the District may be asked to take over responsibility for one or more of them.

FINANCIAL REPORTS

1. County financial reports YTD February 28, 2016 were presented
2. Budget vs Actuals YTD February 28, 2016 were presented
3. Invoices: Invoices to AT&T in the amount of \$4.70; \$4.64 and \$4.64 for the phone book listing and \$52.98; \$52.94; and \$54.11 for wireless phone service were presented. Also an invoice from Angels Pest for \$2,300 for weed spraying. All invoices were approved and signed by the trustees.
4. Elliott reported that she had spoken with the firm who does the annual audits, since this is the District's 5th year since it was audited and it must be done this year. The company will be in Calaveras County in August and September. The auditor is going to review AB 2613 to see if there can be a financial review for 4 of the years with only this fiscal year being a full audit.

CARETAKERS REPORT: None

TRUSTEE REPORTS/ITEMS OF INTEREST: None

ADJOURNMENT: St. Louis moved that the meeting be adjourned, Darby seconded the motion and the meeting adjourned at 9:29 PM

The next meeting is scheduled for May 17, 2017 at 7PM.