

**MURPHYS CEMETERY DISTRICT**  
Minutes of the Board of Directors meeting of July 18, 2018

**CALL TO ORDER:** The meeting was called to order by Chair Jeff St. Louis at 7:02 PM in the Murphys Historical School. Present were Trustees Jeff St. Louis, Maureen Elliott, Pattie Cripe and Karen Kaua. Trustee Kristi Darby was absent Also present Caretaker Robert Yeadon.

**QUORUM:** A quorum of four board members was present.

**PUBLIC COMMENTS:** None

**MINUTES:** Kaua moved to accept the Minutes of June 20, 2018. The motion was seconded by St. Louis and passed 4/0.

**CORRESPONDENCE:**

1. CalPers letter concerning the SS Administration Annual Information Request. We are required to sign up for on-line account with CalPers, who is the official state SS Administrator. Elliott will sign the District up for this access.
2. SDRMA Annual Payroll Reconciliation is required to be completed by Aug. 15. Elliott will obtain the needed info and will complete the required report.

**OLD BUSINESS:**

1. The contractor has not yet provided an updated bid to install a section of wood fence in the cemetery. This item will be carried over to next month.
2. The cemetery caretaker stated that the gate timer is now working properly and is currently set for closing at 8PM
3. Elliott reported that a cell phone has been obtained for the cemetery phone number. It is an AT&T flip phone and the cost monthly will remain the same as it has been. It has unlimited voice and text and 300 minutes of data a month.

**NEW BUSINESS:**

1. Monthly safety brochures: "Housekeeping Safety" was discussed and provided to the caretaker.
2. A list of items of work/repairs from previous board meetings was discussed. It was decided to start doing some of the more needed items and to put aside the building of a memorial area until the more necessary repairs/jobs are done.
  - a. The water system in the cemetery is old and lines are breaking frequently. Kaua will call plumbers and landscaping contractors to see what type of company handles this type of work and will report at the next board meeting.
  - b. Elliott will find the map that shows where the already purchased road name signs are to be installed and bring it next month.
  - c. Elliott will ask the EPVMD if they would be interested in splitting the cost of installing new chain link fence along our mutual boundary and will report next month.

**FINANCIAL REPORTS**

1. County financial reports: YTD May 31, 2018 report was presented
2. Budget vs Actuals: YTD May 31, 2018 report was presented.
3. Invoices: Invoices were presented for AT&T in the amount of \$ \$4.67 due 7/22/2018 and \$54.89 due 7/17/2018 for phone service; \$20 to Cal-Waste for monthly trash bin rent; Robert Yeadon \$39.96 for equipment fuel; Maureen Elliott \$64.34 for cell phone purchase. St. Louis moved that all invoices be approved for payment and taken to the County Auditor. Elliott seconded the motion and the motion passed 4/0.

**CARETAKERS REPORT:** The caretaker told the board that he will be going on vacation for one week starting next Wednesday. He will be available by cell phone.

**TRUSTEE REPORTS/ITEMS OF INTEREST:** None

**ADJOURNMENT:** Elliott moved that the meeting adjourn. The motion was seconded by Cripe and passed 4/0. The meeting adjourned at 8:55 PM

The next meeting is scheduled for August 15, 2018 at 7PM