

## **MINUTES OF THE MEETING OF MARCH 15TH, 2016**

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE MADERA CEMETERY DISTRICT HELD, TUESDAY FEBRUARY 23RD, 2016 AT 5:30 P.M. AT THE ARBOR VITAE CEMETERY OFFICE, 1301 ROBERTS AVE, MADERA, CA. 93637

### **TRUSTEE'S PRESENT:**

MAURICE CAPPELLUTI  
CANDY TALLEY  
DAVID NEMETH  
LOIS BETTY  
JIM HARPER

### **PUBLIC/EMPLOYEE'S PRESENT:**

BELVA BARE -DISTRICT MANAGER  
TRACY ISAAK - OFFICE TECHNICIAN  
JOHN ANDERSON-OPERATIONS MANAGER  
RONNIE RAMIREZ- SUPERINTENDENT  
MARK VELASQUEZ - ATTORNEY

### **CALL TO ORDER:**

Chairperson Maurice Cappelluti called the meeting to order at 5:30 P.M.

### **ROLL CALL OF BOARD:**

Chairperson Maurice Cappelluti took roll of the Board. All Board Members were in attendance.

### **PLEDGE TO THE FLAG**

Trustee Tracy Isaak presented the pledge.

### **CHANGES TO THE AGENDA IF NECESSARY:**

No changes to the agenda

### **PUBLIC COMMENT ON ANY AGENDA ITEM:**

No public comments at this time.

### **CONSENT CALENDAR:**

Chairperson Maurice Cappelluti asked for the approval of the minutes for the regular meeting February 23rd 2016 and the Special Board Meeting on March 4th, 2016. Trustee Lois Betty made a motion to accept the minutes for February. The motion was seconded by Trustee Jim Harper. It was unanimously approved. Chairperson Maurice Cappelluti asked for approval of the February warrants in the amount of \$68,447.92. Trustee Jim Harper made a motion to accept the warrants for February, 2016. The motion was seconded by Trustee David Nemeth. All in favor. Chairperson Maurice Cappelluti asked the board if they would like to change the date of March 8th, 2016 for the planning meeting to April 12th, 2016. It was agreed to change the 2016 Planning Meeting to April 12th, 2016 at 1:00 in the main office. The next regular meeting of the Board will be Tuesday, March 15th, 2016, at 5:30 P.M. at the Arbor Vitae Cemetery Office.

### **RECESS TO CLOSED SESSION:**

Chairperson Maurice Cappelluti asked for a closed session for possible litigation/public employee evaluations.

**RECONVENE TO OPEN SESSION - REPORT OF ANY ACTION TAKEN DURING CLOSED SESSION:**

Chairperson Maurice Cappelluti stated there will be a special board meeting on April 1st, 2016 at 9:00 A.M.

**DISCUSSION/REPORT ON CALVARY CEMETERY ARBOR:**

District Manager Belva Bare stated there had been some damage to tile and stucco at the Calvary arbor. It seems that skateboarders have done the damage. Belva stated Larry Moore from Berry Construction will have it repaired.

**DISCUSSION/REPORT ON PRECIOUS HEARTS BABY AREA & BEAUTIFICATION OF SUNSET GARDENS BABY AREA CALVARY CEMETERY:**

Belva stated the name for of the new baby area for the Arbor Vitae Cemetery is Precious Hearts. A discussion regarding the beautification of the Calvary baby area was had. It was stated that Ignacio Gonzales would like granite stone with the name of "Sunset Garden" and children oriented engraved. A discussion of flower and cement bench area along the trees was had. Trustee Candy Talley stated she would like the board to go to Calvary Cemetery to see what the plan is.

**DISCUSSION/REPORT ON OAKHILL CEMETERY ROOFING:**

District Manager Belva Bare stated she has not heard back from Jim Hopson Construction at this point. She wasn't able to give a report.

**REPORT/DISCUSSION/APPROVAL OF POLICY FOR BUDGET PROCESS:**

Trustee Lois Betty asked about the employee presentation be given to the whole board instead of the budget committee. It was stated that the employees for salary negotiations will presenting during the planning meeting. A discussion on Item # 7 was had regarding the amount of \$500.00 being changed to \$1,500.00. Belva stated she will be checking on this.

**DISCUSSION/REPORT OF TOPICS FOR PLANNING MEETING SCHEDULED FOR APRIL 12TH, 2016 AT 1:00 P.M.:**

Chairperson Maurice Cappelluti state he would like employee training and salary presentation.

**POLICY ON FILMING ON CEMETERY GROUNDS:**

District Manager Belva Bare stated the North Fork filming has backed out for now due to finances. It was stated our policy is still with County Council for review.

**DISCUSSION ON UPCOMING ANNUAL CAPC CONFERENCE IN SEASIDE FOR MARCH 17TH-19TH 2016:**

District Manager Belva Bare passed out all information to those attending the conference. Trustee David Nemeth will be facilitating the Trustee break out session.

**DECISION ON INVESTMENTS FOR E.C. & PRE-NEED FUNDS AS PER SANDRA WHEELER/WELLS FARGO IF NEEDED:**

District Manager Belva Bare stated we have investment decisions for endowment care in the amount of \$100,000.00. Trustee David Nemeth made a motion to invest endowment care; \$100,000.00 into FHLB-FEC Home Loan Bank @ 2%. The motion was seconded by Trustee Jim Harper.

**ADJOURNMENT:** 7:20 p.m.