MURRIETA VALLEY CEMETERY DISTRICT

Laurel Cemetery/District Office Phone: 951.677.4223

42800 Ivy Street Fax: 951.677.5559

Murrieta, CA 92562 [www.murrietacemetery.org/](http://www.murrietacemetery.org/)

**MINUTES**

**REGULAR MEETING OF THE BOARD OF TRUSTEES**

January 26,2021—2:00 p.m. District Office—42800 Ivy Street

* **Call to Order**

Chair Seymour called meeting to order at 2:00 pm

* **Pledge of Allegiance**

Completed

* **Roll Call**

Chair Seymour, Trustee McConnell, Trustee Wolter, Trustee Penko, District Manager Baker, District Secretary Ross

All present and Kassen Klein

* **Approval of Agenda**

A motion to approve the Agenda was made by Trustee McConnell, seconded by Trustee Wolter. Motion carried 4/0.

* **Consent Calendar**
* Approve Disbursements
* Accept Minutes
* Receive and File Financial Statements

A motion to approve the Consent Calendar was made by Chair Penko, seconded by Trustee McConnell. Motion carried 4/0.

* **Action Item**

1. Osiris

Recommendation: To discuss purchasing Osiris Software for our paperless needs.

A motion to approve Osiris was made by Trustee McConnell, seconded by Trustee Wolter. Motion carried 4/0.

2. COVID Resolution

Recommendation: To discuss adopting the COVID Ratification Resolution for 2021

as recommended by our General Council.

A move to approve the COVID Resolution was made by Chair Penko, seconded by Trustee McConnell. Motion carried 4/0.

3. State Controllers Report and Audit

Recommendation: To approve the State Controllers Report and Audit for 2020. These

Reports were prepared by Nigro and Nigro.

A motion to approve Audit and Report was made by Trustee McConnell, seconded by Trustee Wolter. Motion carried 4/0.

4. Election of Officers

Recommendation: For the Board of the Murrieta Valley Cemetery District to discuss

and vote for a new Board Chair and Vice Chair for the calendar year 2021.

A motion was made by Chair Seymour to make Trustee Penko the Chair and Chair Seymour Vice Chair, seconded by Trustee Wolter. Motion carried 4/0.

**General Manager’s Reports**

* General Manager’s Administrative/Operations Report
* **Discussions**

1. Discuss electing a new Trustee for the Murrieta Valley Cemetery District Board.

* **General Counsel Reports**

None

* **Trustee Reports**

None

* **Future Trustee Agenda Items**

None

* **Closed Session**

None

* **Announcements**

1. Discuss a Date/Time to have a workshop for new development for fiscal year

2021-2022.

* **Next Meeting Date:**

The next Regular Board meeting will be February 23, 2021

* **Adjournment**

With no further business to attend to, Chair Seymour adjourned meeting at 2:59.

**Respectfully submitted,**

**Debra Ross**

**Administrative Assistant**