

MURRIETA VALLEY CEMETERY DISTRICT

Laurel Cemetery/District Office
42800 Ivy Street
Murrieta, CA 92562

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MINUTES

REGULAR MEETING OF THE BOARD OF TRUSTEES

June 25, 2024—2:00 p.m.

District Office—42800 Ivy Street

A. Call to Order -*Chair Penko called the meeting to order at 02:00 PM*

B. Pledge of Allegiance - *completed*

C. Roll Call

Chair Penko, Vice-chair Pham, Trustee McConnell, Trustee Busch, Trustee Klein, General Manager Sauer, Office Manager Richi

All present except Vice Chair Mejares – Pham

A Motion was made by Trustee Busch for an excused absence for Vice Chair Mejares – Pham, Trustee McConnell seconded the motion. Motion carried 4/0.

D. Approval of Agenda -*Approved*

E. Public Comments – *No public comments*

Members of the public are invited to address the Board concerning any items not on the agenda, but within the subject matter jurisdiction of the Board of Trustees. Members of the public may address the Board on agenda items when those matters come up for discussion for a total of three minutes.

F. Consent Calendar

1. Accept Minutes
2. Approve disbursements
3. Receive and File Financial Statements

A motion was made to approve the consent calendar by Trustee Busch and seconded by Trustee Klein. Motion carried 4/0.

G. Announcements

1. Equipment and activities update
 - a. **Employee recruitment continues**
 - b. **Planning footings for columbaria installation**

H. Discussion Items

1. **Board interest in GPR mapping service?** – *Recommended by the board to get a more accurate bid and bring back to the board*
- 2.. **Individual plot concern from 2021 – proposal accepted – no other action** – *A recommendation was made by the board to give the family a deadline of completion of purchase.*

I. Manager's Reports

1. **May recap: Sales and remaining inventory, pre-need requests**

2. Digitized files

3. Financials

Completed

J. Action Items

1. Approve GSRMA Annual premium for insurance: GL and WC – *A motion was made by Trustee McConnell to approve the annual premium for insurance GSRMA, Chair Penko seconded the motion. Motion carried 4/0.*

K. Trustee Reports- *Nothing to report.*

L. Closed Session Items – *Entered into closed session at 02:17 PM*

1. Potential Initiation of Litigation - Pursuant to Government Code Section 54956.9(d)(4)
Number of Potential Cases: 1

Came out of closed session with no reportable action at 03:20 PM

M. Future Agenda Items – *Trustee Klein requested an update on the next agenda of the materials bins in Section Lower D.*

N. Next Meeting Date: July 23, 2024 2:00PM

O. Adjournment – *Chair Penko adjourned the meeting at 03:28 PM*

IMPORTANT NOTICES

In compliance with the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the District Manager at (951) 677-4223. (28 CFR 35.102.35.104 ADA Title II)

The agenda and all related documents are available for public review online at www.murrietacemetery.org and at the Murrieta Valley Cemetery District Office located at 42800 Ivy St. Murrieta, California, during regular business hours: 8:00 a.m. – 4:00 p.m. – Monday through Friday.

CERTIFICATION

I, Michael Sauer, District Manager of the Murrieta Valley Cemetery District, do hereby certify that a copy of the foregoing agenda was posted on Friday June 21, 2024, at 4 pm at 42800 Ivy Street, Murrieta, California, and on the District's website at least 72 hours prior to the time of this Regular Meeting.

Date: June 21, 2024

By: Michael Sauer, General Manager