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

 October 24, 2023 at 2:00pm District Office: 42800 Ivy Street

* **Call to Order**

Chair McConnell called meeting to order at2:00 pm

* **Pledge of Allegiance**

Complete

* **Roll Call**

Chair McConnell, Trustee Penko, Trustee Busch, Trustee Mejares, Trustee Klein, District Interim Manager Meredith, Board Admin Assistant Ross

All present

* **Approval of Agenda**

A motion to approve the Agenda was made by Trustee Penko, seconded by Trustee Busch. Motion carried 5/0.

* **Public Comments**

Monica, Linda Stockwell and sister

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

A motion to approve the Consent Calendar was made by Trustee Mejares-Pham, seconded by Trustee Klein. Motion carried 5/0.

* **Action Items**

**None**

## General Manager’s Reports

* **General Manager’s Administrative/Operations Report** o Received 79 Resumes/Applications for Office Manager position o Received 27 Resumes/Applications for General Manager position.

* **Discussions** o Policies and Procedure Manual – Samples from our General Council o Logo Project update

## Administrative Assistant Reports

 **General Counsel Reports**

 **None**

* **Trustee Reports**

 **None**

* **Future Trustee Agenda Items**

 None

* **Closed Session(s)**

* 1. Public Employee Appointment

Pursuant to Government Code Section 54957

Job Title: Office Manager

* 1. Public Employee Appointment

Pursuant to Government Code Section 54957

Job Title: General Manager

* 1. Conference With Legal Counsel – Potential Initiation of Litigation Pursuant to

Government Code Section 54956.9(d)(4)

One Potential Case

* 1. Conference With Legal Counsel - Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2)

 One Potential Case

Trustee Klein left at 3:12 pm

No

* **Announcements**

* **Next Meeting Date:**

December 12, 2023 at 2:00pm

* **Adjournment**

With no further business to attend to Chair McConnell adjourned meeting at 3:49pm

Respectfully submitted

Debra Ross

Administrative Assistant to the Board of Trustees