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 BOARD MEETING OF THE TRUSTEES**

May 26, 2020—10:00 a.m. District Office—42800 Ivy Street

* **Call to Order**

Chair Seymour called meeting to order at 2:00 pm

* **Pledge of Allegiance**

Complete

* **Roll Call**

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

All present. Trustee Vollbrecht arrived at 2:07 pm

* **Approval of Agenda**

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

* **Public Comments**

A letter was written to the Trustees and read. Chair Seymour will respond to letter.

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

Trustee Vollbrecht had a question regarding Disbursements. A motion to remove Disbursements from Consent Calendar was made.

A motion to approve Consent Calendar was made by Trustee McConnell, seconded by Trustee Wolter. Motion carried 5/0.

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

* **Action Item**

1. Audit 2019

Recommendation: To approve the financial audit of 2019 prepared by Nigro and

Nigro.

A motion to receive and file the Audit was made by Trustee Vollbrecht, seconded by Trustee McConnell. Motion carried 5/0.

2. Emergency Order

Recommendation: To approve proposed ratification of District Manager May 8,

2020 COVID-19 emergency order.

A motion to approve the ratification of District Manager was made by Trustee McConnell, seconded by Trustee Penko. Motion carried 5/0.

3. Open Session

1. District Manager employment agreement amendment compensation adjustment

2. Budget adjustment compensation adjustment for general employees

A motion to move Open Session until after Closed Session was made by Chair Seymour, seconded by Trustee Penko. Motion carried 5/0.

**General Manager’s Reports**

* General Manager’s Administrative/Operations Report

Nothing to add to the Managers reports

* **Discussions**

1. The annual budget for fiscal year 2020-2021

The budget was discussed and will be voted on in June

* **General Counsel Reports**

None

* **Trustee Reports**

None

* **Future Trustee Agenda Items**

None

* **Closed Session**

1. Public Employee appointment (Government Code Section 54957(B))

Position: District Manager

2. Labor Negotiations – Unrepresented Employee

(Government Code Section 54957.6(a))

District Representative: Dave Seymour, Board Chair

Unrepresented Employee: Marc Baker, District Manager

No reportable action was taken

* **Announcements**

None

* **Next Meeting Date:**

The next Regular Board meeting will beJune 23, 2020 at 2:00 pm

* **Adjournment**

With no further business to attend to, Chair Seymour adjourned meeting at 3:22 pm

Respectfully submitted,

Debra Ross

Administrative Assistant