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**

September 27, 2022—2:00 p.m. District Office—42800 Ivy Street

* **Call to Order**

Chair McConnell called meeting to order at 2:00pm

* **Pledge of Allegiance**

Complete

* **Roll Call**

Chair McConnell, Trustee Penko, Trustee Wolter, Trustee Seymour, Trustee Klein, District Interim Manager Meredith, Board Admin Assistant Ross

All present except Trustee Klein

* **Approval of Agenda**

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

* **Public Comments**

None.

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

A motion to approve the Consent Calendar was made by Trustee Seymour, seconded by Trustee Wolter. Motion carried 4/0.

* **Action Item**

1. Wells Fargo

Recommendation: To continue discussion of converting the Wells Fargo business accounts to a commercial account with fraud protection.

Tabled for future

1. Lees & Associates Draft

Recommendation: To discuss draft copy, trustees’ and staff assessments

A motion to use as a Nexus, as is, was made by Chair McConnell, seconded by Trustee Wolter. Motion carried 4/0.

1. Health & Ancillary Plan

Recommendation: To discuss renew and review vision and dental plan

A motion to leave this to the Interim Managers discretion was made be Chair McConnell, seconded by Trustee Wolter. Motion carried 4/0.

1. CalPERS – love it or leave it?

Recommendation: To discuss pros and cons of continuing or opting-out of program

No action taken

1. Staff member – converting to Medicare

Recommendation: To discuss Districts policy for offsetting compensation

A motion to have Management work with Human Resources for a policy was made by Chair McConnell, seconded by Trustee Penko. Motion carried 4/0.

1. Concerns with visitor to the grounds

Recommendation: To discuss District Policy for problem Internment Rights Holders and visitors

A motion for the manager to contact our attorney to have a letter sent, was made by Chair McConnell, seconded by Trustee Penko. Motion carried 4/0.

1. **Niche decorations**

Recommendation: To discuss District Policy regarding niche decoration

A motion for manager to talk with grounds crew and to place a policy in the niche area was made by Chair McConnell, seconded by Trustee Wolter. Motion carried 4/0.

**General Manager’s Reports**

* General Manager’s Administrative/Operations Report

1. Groundskeeper position filled Monday 8/2/2022 – Robert Blum – with pre-employment physical
2. Wi-Fi link to Shop complete will install new time clock by 10/1
3. Aeration and fertilization of all SOD completed Monday 9/19/2022
4. Fence repair contracted awarded – repairs to be done 10/3 & 10/4
5. Quotes from SCE for 3 phase electrical to property
6. Lot Markers for Section E are due 9/26/2022
7. Water feature down. LOOKING FOR QUALIFIED REPAIR SERVICE.
8. Safety issues with overhead light fixture issues in shop area. Loose covers, broken clips

* **Discussions**
  + List of things we need to do as a cemetery
  + Equipment wish list

**Administrative Assistant Reports**

* **Discussions**

None

* **General Counsel Reports**

None

* **Trustee Reports**

None

* **Future Trustee Agenda Items**

Management to check for renewal dates on Trustees

* **Closed Session**

None

* **Announcements**

None

* **Next Meeting Date:**

October 25, 2022, at 2:00pm

* **Adjournment**

With no further business to attend to Chair McConnell adjourned meeting at 4:05pm

Respectfully submitted,

Debra Ross

Board Administrative Assistant