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 27, 2020—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**

Complete

* **Roll Call**

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

All present

* **Approval of Agenda**

A motion to approve the Agenda was made Trustee Vollbrecht, seconded by Trustee Wolter. Motion carried 5.0.

* **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 McConnell, seconded by Trustee Penko. Motion carried 5/0.

* **Action Item**

1. Proposed fiscal year 2020-2021 Budget adjustment

Recommendation: To discuss transferring $30,000 from payroll to operations.

A motion to move $30,000.00 to operation was made by Trustee Vollbrecht, seconded by Trustee McConnell. Motion carried 5/0.

2. Complete Paperless Solutions

Recommendation: To discuss hiring Complete Paperless Solutions to convert our

permanent paper records to a digital format.

The Board of Trustees is requiring a quote for Osiris Software before making a dission.

**General Manager’s Reports**

* General Manager’s Administrative/Operations Report

Nothing at this time

* **Discussions**

None

* **General Counsel Reports**

None

* **Trustee Reports**

Trustee Vollbrecht asked about workshop in February

* **Future Trustee Agenda Items**

* **Closed Session**

Closed session was moved to after Consent Calendar. There was not reportable action taken.

* **Announcements**

**None**

* **Next Meeting Date:** To be determined

Our next Board meeting will be December 8, 2020 at 2:00 pm

* **Adjournment**

With no further business to attend to Chair Seymour adjourned meeting at 2:51 pm.