



## **MINUTES OF THE REGULAR BOARD MEETING OF JULY 19, 2023**

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE MADERA CEMETERY DISTRICT, HELD WEDNESDAY, JULY 19, 2023 AT 5:30 P.M. AT THE ARBOR VITAE CEMETERY LOCATED AT 1301 ROBERTS AVE., MADERA, CA 93637

### **TRUSTEES PRESENT:**

CANDY TALLEY  
LOIS BETTY  
BELVA BARE  
DAVID NEMETH  
CELESTE VOYLES

### **PUBLIC/EMPLOYEES PRESENT:**

ARTHUR GARDNER - DISTRICT MANAGER  
RONNIE RAMIREZ – OPERATIONS MANAGER  
TRACY ISAAK – OFFICE TECHNICIAN  
STEPHEN CLOETERS – H.R. SPECIALIST  
JESUS BRAVO – GROUNDSKEEPER I

### **CALL TO ORDER:**

Chairperson Candy Talley called the meeting to order at 5:30 p.m.

### **ROLL CALL OF BOARD:**

Chairperson Candy Talley took roll of the Board. Trustees David Nemeth, Lois Betty, Belva Bare, and Celeste Voyles were present.

### **PLEDGE TO THE FLAG:**

Trustee Celeste Voyles led the room in the Pledge of Allegiance.

### **PUBLIC COMMENT:**

None

### **CONSENT CALENDAR:**

Chair Candy Talley asked questions about items that were over budget in the 2023 fiscal year and asked whether the 2024 budget had been adjusted to accommodate for . Trustee Celeste Voyles pointed out that there are still differences between the Trial Balance and the County's reported balance. Chair Candy Talley said she would be out of town on July 25<sup>th</sup> and asked whether the Board could meet July 18 to which the Board agreed. Trustee Lois Betty made a motion to approve the consent calendar, Trustee Belva Bare seconded, and all were in favor.

### **RECESS TO CLOSED SESSION:**

Chairperson Candy Talley asked for a closed session.

**RECONVENE TO OPEN SESSION - REPORT OF ANY ACTION TAKEN DURING**

Chair Candy Talley reported that District Manager Arthur Gardner's employment agreement had been finalized in closed session. Trustee Belva Bare asked that a discussion of the California Association of Public Cemeteries be added to the agenda.

**DISCUSSION/REPORT IF NEEDED ON OPERATIONS OF M.C.D. CEMETERIES:**

Operations Manager Ronnie Ramirez reviewed operations. Nothing out of the ordinary to report.

**REPORT/DISCUSSION OF PCA ANNUAL CONFERENCE TO BE HELD AUGUST 10TH & 11TH IN GRASS VALLEY:**

District Manager Arthur Gardner asked who among the trustees was interested in attending. Trustees Belva Bare and Lois Betty said they may go. They asked that this item be placed on the agenda for July's meeting.

**REPORT/DISCUSSION ON PRESENTATION TO OAKHURST ROTARY CLUB:**

District Manager Arthur Gardner gave a presentation to the Oakhurst Rotary Club June 21 regarding the District and expansion plans at Oakhill Cemetery. He shared with the Board some of his slides and discussed his ideas for developing the expansion area. Trustee David Nemeth said there were about 30 people in attendance.

The main ideas were to push back the fence that borders the rear of the commercial buildings on the southwest corner of the cemetery to create more grave space, to fill in the culvert area so it can be used for burials, and to create a walking path in the rocky hill area and place above-ground cremation areas using columbaria pillars and benches.

**REPORT/DISCUSSION ON TIME CAPSULE TO BE PLACED UNDER/IN NEW DISTRICT OFFICE:**

District Manager Arthur Gardner presented an idea to use an urn liner as a time capsule and place it under/inside the new District office building. He suggested current employees and Board members could contribute items to go inside. Trustee Belva Bare suggested asking the County Board of Supervisors or the public to contribute items. Trustee David Nemeth suggested making this part of the office grand opening. He also suggested a contest for elementary-school-aged children and coupling it with some education on cemeteries and etiquette. Trustee Lois Betty said to keep this item on the agenda for further discussion and suggested a brass plaque be placed over the time capsule.

**REPORT/DISCUSSION ON MEMORIAL DAY:**

District Manager Arthur Gardner said turnout for Memorial Day was a little better than in 2022 and that the VFW did a little more than the previous year.

**REPORT/DISCUSSION ON COST REDUCTIONS ACHIEVED THROUGH CHANGES IN PHONE & ALARM SERVICE, DENTAL INSURANCE, AND GSRMA:**

The Board reviewed savings achieved, or to be achieved, through changes in phone service, alarm service, security service, the depreciation of vehicles on the District's commercial insurance policy, and through changing dental insurance. Total savings to the District will be around \$8,500 annually.

**REPORT/DISCUSSION ON CEMETERY SECURITY REPORT:**

District Manager Arthur Gardner stated that Gatekeeper Ruben Guerra is working six hour shifts each day of the weekend. He is making sure cars are out of the cemeteries by 5:00 p.m. Things have been quiet. Trustee Belva Bare asked whether his hours would exceed 1,000 per year. His hours would be less than 1,000 annually.

**REPORT/DISCUSSION/DECISIONS ON INVESTEMENTS FOR E.C. & PRE-NEED FUNDS WITH SANDRA WHEELER:**

Trustee David Nemeth said there was nothing to report.

**REPORT/DISCUSSION/DECISION ON CAPC BOARD NOMINATION:**

Trustee Belva Bare said Carol Griesse of CAPC would like to know if Trustee David Nemeth, or anyone else, would be interested in being on their board of directors. Mr. Nemeth said yes, he would be interested. This will appear on July, 2023's agenda.

**ADJOURNMENT:** 7:30 p.m.