



MINUTES

OF THE **REGULAR BOARD MEETING** OF THE **BOARD OF TRUSTEES**
OF THE **MADERA CEMETERY DISTRICT**
TUESDAY, JUNE 4, 2024, 2:30 p.m.
1301 ROBERTS AVE., MADERA, CA 93637

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE MADERA CEMETERY DISTRICT, HELD TUESDAY, JUNE 4, 2024 AT 2:30 P.M. AT THE DISTRICT OFFICE BUILDING IN ARBOR VITAE CEMETERY, LOCATED AT 1301 ROBERTS AVE., MADERA, CA 93637

TRUSTEES PRESENT:

CANDY TALLEY
LOIS BETTY
BELVA BARE
DAVID NEMETH

PUBLIC/EMPLOYEES PRESENT:

ARTHUR GARDNER - DISTRICT MANAGER
RONNIE RAMIREZ – OPERATIONS MANAGER
STEPHEN CLOETERS – H.R. GENERALIST

CALL TO ORDER:

Chairperson Candy Talley called the meeting to order at 2:30 p.m.

ROLL CALL OF BOARD:

Chairperson Candy Talley took roll of the Board. Trustees Candy Talley, Lois Betty, Belva Bare, and David Nemeth were present. Celeste Voyles was excused. Ms. Talley added discussion item R, *Report on CAPC Meeting*, to the agenda.

PLEDGE TO THE FLAG:

Operations Manager Ronnie Ramirez led the room in the Pledge of Allegiance.

PUBLIC COMMENT ON ANY AGENDA ITEM:

None

CONSENT CALENDAR:

Trustee David Nemeth made a motion to approve the minutes of the April 23, 2024 Planning Meeting, Trustee Lois Betty seconded, and all were in favor.

Ms. Talley asked for a motion to approve the minutes of the Regular Board Meeting of April 23, 2024. Trustee David Nemeth so moved, Trustee Lois Betty seconded, and all voted in favor.

Trustee Belva Bare asked questions about the 2024 budget, Trustee David Nemeth suggested the district manager inquire to the County about decreased tax

revenue. Trustee Lois Betty moved to approve the Consent Calendar with no changes, Mr. Nemeth seconded and all voted in favor.

CORRESPONDENCE:

None

ANNOUNCEMENTS:

None

RECESS TO CLOSED SESSION:

Chairperson Candy Talley asked for a closed session to discuss personnel matters.

RECONVENE TO OPEN SESSION - REPORT OF ANY ACTION TAKEN:

Chair Candy Talley reported that no action had been taken in closed session.

DISCUSSION/REPORT IF NEEDED ON OPERATIONS OF MCD CEMETERIES:

Operations Manager Ronnie Ramirez reported that the installation of new Arbor View niches at Calvary was complete and that they look great. He reported that the main well at Arbor Vitae is operational. The new pump is of lower horsepower in an attempt to stir up less sand in the well. He has spoken with Anderson Pump about blowing out the well on a yearly basis to clear out sand and that we will start doing so next year.

REPORT/DISCUSSION OF ACTION ITEMS FROM PREVIOUS BOARD MEETING:

District Manager Arthur Gardner found a photographer to take photos of the trustees. Trustee David Nemeth said he'd like to see pictures of District staff in public areas of the office so the public can see who works in the cemeteries. The Board decided to schedule a photoshoot for the September 24, 2024 board meeting.

REPORT/DISCUSSION/DECISIONS ON ARBOR VITAE SOLAR, PLOTBOX CEMETERY MAPPING, ELECTRIC VEHICLES, ARBOR VITAE MAUSOLEUM, AND CALVARY NICHE PROJECTS:

The solar project for Arbor Vitae is going through the engineering approval process. The Board got a look at some of the features of PlotBox. The Board reviewed the updated budget for the mausoleums at Arbor Vitae and discussed their preference for granite color.

REPORT/DISCUSSION ON WORKFORCE DEVELOPMENT BOARD OF MADERA COUNTY:

Workforce Development contacted the District to see if we would be willing to take on a young man to work as groundskeeper. There would be no cost to the

District. Workforce Development may possibly have someone to help out with PlotBox remediation as well.

REPORT/DISCUSSION/APPROVAL OF CHANGES TO MCD BYLAWS, SECTION

C:

District Manager Arthur Gardner reviewed the changes to the Bylaws the Board had approved in the previous board meeting. The Board directed him to have a resolution ready for the June 24 board meeting.

REPORT/DISCUSSION OF CONFLICT OF INTEREST CODE STATUS:

The County Board of Supervisors approved MCD's Conflict of Interest Code May 14, 2024. Those who are required to file 700 Forms will do so next year.

REPORT/DISCUSSION ON QR CODES AFFIXED TO MARKERS:

Families can now purchase QR codes to affix to markers that link to a website where they can post photos and memories of the decedent. The Board discussed the pros and cons and questions to permit the use of these. It was decided to have staff look into this further.

REPORT/DISCUSSION/DECISION ON ANNEXATION OF LAND ALONG HWY 41

CORRIDOR:

District Manager Arthur Gardner said he would contact County Supervisor Bobby Macaulay's office to set up another meeting.

REPORT/DISCUSSION ON MASTER PLAN FOR ARBOR VITAE'S 10 ACRES:

District Manager Arthur Gardner read an email from landscape architect firm Lees + Associates explaining the cost of their services and a project outline. Trustee Lois Betty asked if we could use our old plans and have Lees adapt them. Gardner was instructed to discuss this with Lees.

REPORT/DISCUSSION ON MCD DOING MARKER ENGRAVING IN-HOUSE:

The District has struggled getting final engravings done on headstones. Some families have had to wait a year or more for this to get done. A new vendor is being given a trial run and things are going well so far. If the District were to do engraving in-house, it would save \$37,000 to \$50,000 a year. After some discussion, it was decided to wait and see how the new vendor works out.

REPORT/DISCUSSION/DECISION ON WORKPLACE VIOLENCE PREVENTION PROGRAM:

Human Resources Generalist Stephen Cloeters explained that a new law, SB 533, requires the implementation of this program by July 1, 2024. Cloeters explained the program and how it will be rolled out. Trustee David Nemeth made a motion to approve the Workplace Violence Prevention Program, Trustee Lois Betty seconded and all voted in favor.

REPORT/DISCUSSION/DECISION ON SALES & SERVICE INCREASE FOR 2025:

Trustee Belva Bare made a motion to increase Sales & Service pricing by 5%, except for the ossuary and baby areas. Trustee Lois Betty seconded the motion and all voted in favor.

REPORT/DISCUSSION/DECISION ON 2024-25 BUDGET:

District Manager Arthur Gardner reviewed the final proposed budget. He stated that the District should be in the black for the upcoming fiscal year. Trustee David Nemeth made a motion to approve the budget as presented, Trustee Lois Betty seconded, and all voted to approve.

REPORT/DISCUSSION ON STREAMLINE PROPOSAL FOR WEBSITE:

Streamline provides website services and touts their guarantee that their websites comply with the ADA and all other laws. Streamline's latest proposal would cost \$1,500 for website migration and then \$350-\$500 per month. There is also an opportunity through Fresno State students that would cost very little.

REPORT/DISCUSSION/DECISION ON PAYDAY TRANSITION RELIEF:

Effective July 1, 2024, MCD is changing its paydays to the 7th and 22nd of each month. In July, this will result in employees having to wait seven days longer to get their first check in the month, and their next paycheck won't be issued until August 7. Some employees have expressed concern about the financial impact this transition will have on them because they live paycheck to paycheck.

The idea of paying employees some amount of money to help ease them through the pay date transition was put forward. Trustee David Nemeth and Chair Candy Talley both voiced their support for the idea. Mr. Nemeth made a motion to pay a one-time payment equal to 2.5 days' pay to all employees but the district manager. Trustee Lois Betty seconded and Chairperson Candy Talley polled the Board: David Nemeth, aye; Lois Betty, aye; Candy Talley, aye; Belva Bare, nay.

REPORT/DISCUSSION ON CEMETERY SECURITY:

Things have been quiet. Waiting for a quote on new video system at Calvary.

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

Trustee David Nemeth reported on a recent investment of Endowment Care interest and principal. Investments were made in a CD and bond, both of which had yields of over 5%.

REPORT/DISCUSSION ON CAPC MEETING:

Trustee David Nemeth reported on a recent meeting of the CAPC Board he attended. He is on the investment committee. He updated the Board on what is going on with the CAPC.

REPORT/DISCUSSION ON AGENDA ITEMS FOR NEXT MONTH'S BOARD MEETING:

None.

ADJOURNMENT: 5:25 p.m.