



MINUTES

OF THE **REGULAR BOARD MEETING** OF THE **BOARD OF TRUSTEES**

OF THE **MADERA CEMETERY DISTRICT**

TUESDAY, JULY 16, 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, JULY 16, 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
CELESTE VOYLES

PUBLIC/EMPLOYEES PRESENT:

ARTHUR GARDNER - DISTRICT MANAGER
RONNIE RAMIREZ – OPERATIONS MANAGER
STEPHEN CLOETERS – H.R. GENERALIST
TRACY ISAAK – OFFICE TECHNICIAN

CALL TO ORDER:

Chairperson Candy Talley called the meeting to order at 2:32 p.m.

ROLL CALL OF BOARD:

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

PLEDGE TO THE FLAG:

Trustee David Nemeth led the room in the Pledge of Allegiance.

PUBLIC COMMENT ON ANY AGENDA ITEM:

Trustee David Nemeth spoke on behalf of a member of the public who had spoken with him regarding a matter. The Lutheran Church in Oakhill may be closing. The church has a 10-foot round columbarium and he wondered whether MCD would be interested in it. This will be placed on the agenda for the next board meeting.

CONSENT CALENDAR:

Trustee Lois Betty asked a question about expenditures for the new district office building and about earmarking funds for specific projects. Board Chair Candy Talley asked about some repetitive purchases for the same amount on the credit card statement. Operations Manager Ronnie Ramirez explained that plants were given away

free with the purchase of each bag of mulch to go around the office building, and bags had to be purchased individually.

Ms. Talley asked for a motion to approve the minutes of the Regular Board Meeting of June 25, 2024 and the Consent Calendar. Trustee Belva Bare so moved, Trustee Lois Betty 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. The Board would like the District Manager Employment Agreement to be reviewed by legal counsel.

DISCUSSION/REPORT IF NEEDED ON OPERATIONS OF MCD CEMETERIES:

Operations Manager Ronnie Ramirez reported that the workers provided by Madera Workforce Development were doing great. The retaining wall along the road to the Oakhill Cemetery office has been removed in preparation for the widening of the road. The fence in the southwest block of Oakhill Cemetery has been taken down and moved back to make room for more burial plots.

REPORT/DISCUSSION OF ACTION ITEMS FROM PREVIOUS BOARD MEETING:

District Manager Arthur Gardner said all action items are within agenda items.

REPORT/DISCUSSION/DECISIONS ON ARBOR VITAE SOLAR, PLOTBOX CEMETERY MAPPING, ELECTRIC VEHICLES, OAKHILL RETAINING WALL CONSTRUCTION, AND ARBOR VITAE MAUSOLEUM:

The solar project is hopefully moving along but District Manager Arthur Gardner did not get an update from Greenday Finance in time for the meeting. Adrianna, the employee provided by Madera Workforce Development to help with the mapping confirmation, is doing well and making great progress. H.R. Generalist Stephen Cloeters is helping her with it. Paperwork has been submitted for the rebate for the EV used in Oakhurst but the check is still pending. The mausoleums are still in the drawing phase.

REPORT/DISCUSSION ON IMPLEMENTATION OF QUICKBOOKS:

District Manager Arthur Gardner has a meeting scheduled with the vendor and IT tomorrow. A new chart of accounts will need to be created. Trustee Celeste Voyles, as a CPA, will be helping and mentoring through the process.

REPORT/DISCUSSION/DECISION ON RESOLUTION 152, AN AMENDMENT TO THE POLICY ON DECORATING GRAVES:

The Board had previously approved the language allowing QR code memorials to be placed on headstones; Resolution 152 codified that language. Trustee Lois Betty moved to approve the resolution, Trustee Celeste Voyles seconded and all voted in favor: Candy Talley, aye; David Nemeth, aye; Lois Betty, aye; Belva Bare, aye; and Celeste Voyles, aye.

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

District Manager Arthur Gardner said he had not had success in setting up a meeting and asked Trustee David Nemeth to assist by contacting Supervisor Bobby Macaulay. Nemeth said he would be seeing him tomorrow.

REPORT/DISCUSSION ON CAPC CONFERENCE FRIDAY, OCTOBER 11 IN SAN LUIS OBISPO:

Trustee Lois Betty said she would not be able to attend. All other trustees will probably go. There was a brief discussion on a PCA Conference in Grass Valley. Trustee Belva Bare said she may possibly attend.

REPORT/DISCUSSION ON DISTRICT MANAGER'S COMPENSATION:

Board Chair Candy Talley reviewed the district manager's pay and salary increase for FY 2025.

REPORT/DISCUSSION ON CEMETERY SECURITY:

There have been no security issues reported. The project to install security cameras at Calvary will soon start.

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

Trustee David Nemeth reported there was \$250k to invest in the Preneed account and \$16,256 in the Endowment Care account. After consulting with Sandra Wheeler, the Preneed money was split between San Diego Gas & Electric Corp and Federal Home Loan Mortgage Bond. Endowment Care interest went into the existing Money Market account.

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

- Talk to auditor regarding Trial Balance
- District Manager Employment Agreement
- RDA and decrease in property tax revenue
- Chairperson Candy Talley will not be at the September 24, 2024 board meeting

ADJOURNMENT: 4:19 p.m.