

**ALTA CEMETERY DISTRICT
BOARD OF DIRECTORS MEETING
JULY 19, 2022**

1. CALL TO ORDER BY BOARD VICE-CHAIR, BENITA CORTEZ AT 12:05 P.M.
Board members in attendance were: Benita Cortez, Linda Faust and Marcia Williams.

2. PLEDGE OF ALLEGIANCE

3. PUBLIC INPUT:
None

Arrival of Board Chair, Lynn Simmons at 12:10p.m.

4. CONSENT CALENDAR:

A motion was made by Marcia Williams and seconded by Linda Faust to approve all items on the consent calendar as presented for the month of June. Ayes: M. Williams (abstained from approving \$81.00 payment to Williams, Brodersen, Pritchett, LLP), L. Faust, B. Cortez and L. Simmons. Noes: None. Motion carried. 01-07192022

5. OLD BUSINESS:

- a. Annual Organizational Meeting

After discussion, a motion was made by Lynn Simmons to nominate Benita Cortez for Board Chairperson and seconded by Linda Faust. Ayes: L. Simmons, L. Faust, M. Williams and B. Cortez. Noes: None. Motion carried. 02-07192022

After discussion, a motion was made by Lynn Simmons to nominate Linda Faust for Board Vice-Chairperson and seconded by Marcia Williams. Ayes: L. Simmons, M. Williams, B. Cortez and L. Faust. Noes: None. Motion carried. 03-07192022

- b. Water issues-information only

Information was given to the Board of Directors regarding discussions with well drillers for new well and for replacing existing pump. Message was left with Engineer for possible grant application. No action needed or taken.

6. NEW BUSINESS:

- a. Design thoughts/landscape proposal-Guest, Jacob Browne, from Dopkins Funeral Chapel
Mr. Browne was unable to attend. Tabled to future meeting.

- b. 2022/2023 Budget Review/Approval

After review and discussion, a motion was made by Lynn Simmons and seconded by Linda Faust to approve the 2022/2023 budget as presented. Ayes: L. Simmons, L. Faust, M. Williams, and B. Cortez. Noes: None. Motion carried. 04-07192022

- c. Contract Fees Review/Revise

After discussion, a motion was made by Lynn Simmons to change pre-need contract fees to five percent (5%) of the contract balance, in order to more fairly apply contract fees, retroactive to July 1, 2022. The motion was seconded by Marcia Williams. Ayes: L. Simmons, M. Williams, L. Faust and B. Cortez. Noes: None. Motion carried. 05-07192022

- d. Auditor Contract Renewal FYE 6/30/2022

After discussion, a motion was made by Marcia Williams and seconded by Lynn Simmons to renew the audit contract with Adair & Evans for fiscal year ending 6/30/2022. Ayes: M. Williams, L. Simmons, L. Faust and B. Cortez. Noes: None. Motion carried. 06-07192022

- e. Funding of Employee Retirement accounts FYE 6/30/2022
A motion was made by Lynn Simmons and seconded by Linda Faust to fund employee retirement accounts for fiscal year ending 6/30/2022. Ayes: L. Simmons, L. Faust, M. Williams and B. Cortez. Noes: None. Motion carried. 07-07192022
- f. PCA Region 10 Seminar in Santa Maria, CA, August 31, 2022
After discussion, a motion was made by Lynn Simmons and seconded by Marcia Williams to send up to 4 persons to the PCA Region 10 Seminar in Santa Maria. Ayes: L. Simmons, M. Williams, L. Faust and B. Cortez. Noes: None. Motion carried. 08-07192022
- g. CAPC Annual Education Seminar & Area Meeting in So. Lake Tahoe, CA, October 6-9, 2022
After discussion, a motion was made by Lynn Simmons and seconded by Linda Faust to forego attendance at the CAPC Annual Education Seminar in October 2022. Ayes: L. Simmons, L. Faust, M. Williams and B. Cortez. Noes: None. Motion carried. 09-07192022
- h. PCA Annual Conference, Corning, CA, October 19, 2022
After discussion, a motion was made by Lynn Simmons and seconded by Linda Faust to forego attendance at the PCA Annual Conference in October 2022. Ayes: L. Simmons, L. Faust, M. Williams and B. Cortez. Noes: None. Motion carried. 10-07192022
- i. Buy-back, BR# 1321, \$625.00
After discussion, a motion was made by Lynn Simmons and seconded by Linda Faust to buy back Burial Rights number 1321 in the amount of \$625.00. Ayes: L. Simmons, L. Faust, M. Williams and B. Cortez. Noes: None. Motion carried. 11-07192022
- j. Faucet replacements with auto-shutoff, 20 @ \$41.64 each
After discussion regarding water faucets being left on and hoses being used by visitors to the cemetery, a motion was made by Lynn Simmons and seconded by Marcia Williams to purchase and place auto-shutoff faucets recommended by another cemetery district. Ayes: L. Simmons, M. Williams, L. Faust and B. Cortez. Noes: None. Motion carried. 12-07192022

7. ORAL COMMUNICATIONS: Directors/Staff - No action taken or needed.

8. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Tabled to next meeting.

9. ADJOURNMENT:

The meeting was adjourned at 1:04 p.m. by Board Chair, Benita Cortez.


Respectfully submitted,




Robin Ogata

Date Approved 8-16-2022


LYNN SIMMONS


MARCIA WILLIAMS

absent
JEFF BELKNAP


BENITA CORTEZ


LINDA FAUST