

# EAST KERN CEMETERY DISTRICT MINUTES OF REGULAR BOARD MEETING

December 16, 2024

The meeting was called to order by Chairman Yaw at 5:03pm.

**ROLL CALL:** Chairman Victor Yaw & Vice-Chairman Glenda Willie were present. Trustees: Harold Smith & Leslie Swindler were present. Trustee Owen Carder was excused. Manager Paul Holzer was present. The Pledge of Allegiance was led by Chairman Yaw.

**APPROVAL of the AGENDA and MINUTES:** Trustee Swindler made a motion to approve the Agenda & Minutes as presented. Vice-Chairman Willie seconded. Ayes – Yaw, Willie, Smith & Swindler. Absent – Carder. Motion carried.

**APPROVAL OF MONTHLY BUDGET AND VOUCHERS:** Trustee Smith made a motion to approve the monthly budget and vouchers #I111924 & I120624. Vice-Chairman Willie seconded. Ayes – Yaw, Willie, Carder, Smith & Swindler. Motion carried. Motion carried.

**MANAGER'S REPORT:** The Manager informed the Board that:

- The District performed 1 interment since the last meeting (T – MC)
- The stand for the Corsair F4u sculpture failed. In process of creating new more stable stand.
- Wreaths Across America ceremony was well attended (65 or so). All 530 Veteran graves received a wreath.

**SAFETY REPORT:** The Manager assured the Board that there have been no incidents of safety to report and that every effort is made to ensure a safe work environment. Additionally, the Manager purchased a plasma cutter. This will be easier for personnel to operate and will eliminate the use of oxygen/acetylene tanks.

**PENDING ITMES:** Upcoming training for Ethics & Sexual Harassment.

**NEW BUSINESS:** A. CAPC ANNUAL CONFERENCE – SEASIDE, CA MAR. 13-15: The Manager presented the Board with the agenda for the upcoming CAPC conference. Chairman Yaw and Trustee Swindler expressed interest in attending. Trustee Swindler made a motion to approve Yaw & Swindler attendance. Trustee Smith seconded. Ayes – Yaw, Willie, Smith & Swindler. Absent – Carder. Motion carried. B. REFORMAT-SIMPLIFIY AGENDA: The Manager presented the Board with a single page Agenda that removes itemized actions already embedded in each Action item. This will reduce the Agenda to one page. Trustee Smith made a motion to approve the changes. Vice-Chairman Willie seconded. Ayes – Yaw, Willie, Smith & Swindler. Absent – Carder. Motion carried. Note: the Manager will prepare a resolutuion.

**BOARD MEMBER ANNOUNCEMENTS:** Willie – Mojave Seniors New Years Eve party (10am – 2pm). Pot luck lunch and \$20 “white elephant” gift exchange. Mojave Seniors luncheons every 3<sup>rd</sup> Thursday at 12:00. Swindler – Family contacted her to express gratitude for District staff, ie Travis & Paul. Very appreciative.

**ADJOURNMENT:** Vice-Chairman Willie made a motion to adjourn at 5:23pm.

Respectfully Submitted by:

Paul Holzer,

District Manager / Board Secretary