

# EAST KERN CEMETERY DISTRICT MINUTES OF REGULAR BOARD MEETING

FEBRUARY 10, 2020

The meeting was called to order by Chairman Victor Yaw at 4:58pm.

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

**PUBLIC PRESENTATION:** There were none at this time.

**APPROVAL of the AGENDA and MINUTES:** Trustee Carder made a motion to approve the Agenda & Minutes as presented. Trustee Smith seconded. Roll Call Vote: Ayes – Yaw, Land, Smith & Carder. Motion carried.

**APPROVAL OF MONTHLY BUDGET AND VOUCHERS:** Trustee Smith made a motion to approve the monthly budget and vouchers #D012420. Trustee Carder seconded. Roll Call Vote: Ayes – Yaw, Land, Smith & Carder. Absent – Willie. Motion carried.

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

- The District performed 3 burials since the last meeting. (1T/1Cr – MC; 1T – CCMP)
- The Districts website is up to date and compliant. There are some things the Manager would like to add to the website including Trustee bios & pics. Once the Manager has these items placed, he will apply to the CSDA for a Transparency Certificate which can be posted on the Districts website.

**SAFETY REPORT:** The Manager informed the Board that there are no incidents to report.

**NEW BUSINESS:** **A. CONFLICT of INTEREST FORMS (FPPC 700):** The Manager reminded the Board that the 700 forms need to be completed and signed. There was no motion needed. **B. SEXUAL HARASSMENT**

**TRAINING:** The Manager reminded the Board that their Sexual Harassment certificates expire and need to be renewed. This can be done, individually, on-line through a CSDA webinar or in the office as a group. Trustees will be paid their regular stipend for this training once they return their certificates to the Manager. Trustee Carder made a motion that each Trustee attend the webinar, through CSDA, at his/her leisure. Trustee Smith seconded. Roll Call Vote: Ayes – Yaw, Land, Smith & Carder. Absent – Willie. Motion carried. **C. MOJAVE CEMETERY**

**FLAGPOLE:** The Manager informed the Board that on Jan. 17, he found the flagpole laying on the ground, apparently damaged by the wind. He reminded the Board that this pole has been replaced 4 times previous. Although this flagpole is guaranteed for life, it may have become a safety hazard. The Manager suggested he would like to purchase an aluminum flagpole in place of the current flagpole. We do have a replacement flagpole on the way and any purchase of a new flagpole falls in the within the spending limits of the Manager. However, since we do have an existing flagpole, the Manager wanted to get the approval of the Board to proceed with any changes. A new tilt base aluminum flagpole will cost around \$3500+- but may come in at a lower height (30ft). Trustee Carder made a motion to approve replacing the fiberglass flagpole with an aluminum flagpole due to safety concerns. Trustee Smith seconded. Roll Call Vote: Ayes – Yaw, Land, Smith & Carder. Absent – Willie. Motion carried.

**BOARD MEMBER ANNOUNCEMENTS:** Chairman Yaw mentioned the Mojave Seniors hosting a Valentine's dinner and BINGO (5:00pm).

**ORAL COMMUNICATIONS:** There was none at this time.

**ADJOURNMENT:** Trustee Carder made a motion to adjourn at 5:20 pm.

Respectfully Submitted by:

Paul Holzer,

District Manager / Board Secretary