

EAST KERN CEMETERY DISTRICT MINUTES OF REGULAR BOARD MEETING

January 13, 2025

The meeting was called to order by Chairman Yaw at 4:50pm.

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

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

APPROVAL OF MONTHLY BUDGET AND VOUCHERS: Trustee Swindler made a motion to approve the monthly budget and vouchers #I010225. Trustee Carder seconded. Ayes – Yaw, Willie, Smith, Carder & Swindler. Motion carried.

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

- The District performed 1 interment since the last meeting (T – MC)
- For the first time, the Manager is confident that the Pre-Need Fund is fully funded. There are some pre-1972 purchases that are unaccounted for in the total, however, most of those sales were for the Lot only and averaged \$10.00-\$50.00 ea. Currently, the Pre-Need fund has a balance of \$364,305 and the current liability (as presented in our Pre-Need files) is \$258,656, an estimated surplus funding of \$105,649.

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.

CONTINUED BUSINESS: **A. Resolution 24-01 – Simplify Agenda:** At the December 2024 meeting, the Board agreed to simplify the Agenda to omit listed protocols already embedded within each action. Trustee Carder made a motion to approve Resolution 24-01. Trustee Smith seconded. Ayes – Yaw, Willie, Smith, Carder & Swindler. Motion carried.

NEW BUSINESS: **A. Election of Officers:** Trustee Smith made a motion to allow the current officers to remain as is (Chairman – Yaw, Vice-Chairman – Willie, Safety Officer – Carder). Trustee Swindler seconded. There were no other nominations. Ayes – Yaw, Willie, Smith, Carder & Swindler. Motion carried. **B.**

Review/Adopt/Approve Rules & Regulations: The Manager presented the Board with additions to the Rules & Regulations, that address Cancellations/Postponements. These changes will also be added to our Policy & Procedure and will include a fee, as set by the board, in the event of a late or un-notified cancellation/postponement. Trustee Carder made a motion to approve the Rules & Regulations as presented. Vice-Chairman Willie seconded. Ayes – Yaw, Willie, Smith, Carder & Swindler. Motion carried. **C.**

Cancellation/Postponement Fees – Resolution 25-01: Trustee Swindler made a motion to approve Resolution 25-01 as presented. Vice-Chairman Willie seconded. Ayes – Yaw, Willie, Smith, Carder & Swindler. Motion carried. **D. Review/Adopt/Approve District Fees:** The Manager had no recommended changes with exception of adding 20% for cancellations/postponement. Trustee Smith made a motion to approve the Fees as presented. Vice-Chairman Willie seconded. Ayes – Yaw, Willie, Smith, Carder & Swindler. Motion carried. **E. Re-**

Schedule February 17, 2025 Meeting: This meeting falls on a holiday. Trustee Carder made a motion to move this meeting to February 10, 2025. Trustee Smith seconded. Ayes – Yaw, Willie, Smith, Carder & Swindler. Motion carried.

BOARD MEMBER ANNOUNCEMENTS: Willie – Mojave Seniors luncheon Thursday @ 12, turkey & mashed potatoes served.

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

Respectfully Submitted by:

Paul Holzer,

District Manager / Board Secretary