

EAST KERN CEMETERY DISTRICT MINUTES OF REGULAR BOARD MEETING

JULY 15, 2019

The meeting was called to order by Chairman Victor Yaw at 5:00pm.

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

PUBLIC PRESENTATION: There were none at this time.

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

APPROVAL OF MONTHLY BUDGET AND VOUCHERS: Trustee Smith made a motion to approve the monthly budget and vouchers #C061919 & D070319. Vice-Chairman Willie seconded. Roll Call Vote: Ayes – Yaw, Willie & Smith. Excused - Carder. Tardy – Land. Motion carried.

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

- The District performed 3 burials since the last meeting (1Cr. MC 2019-2020 / 1T & 1Cr MC 2018-2019)
- Total burials for 2018-2019 = 35 (15 CCMP & 20 MC)

PENDING ITEMS: Pay-Salary options for Manager.

SAFETY REPORT: The Manager assured the Board that every effort is made to insure a safe working environment. There are no incidents to report.

CONTINUED BUSINESS: **A. EKCD POLICY & PROCEDURE UPDATES-CLARIFICATIONS:** This item is tabled until BB&K has completed their review and have made their recommendations. **B. EKCD EMPLOYEE HANDBOOK POLICY UPDATES:** This item is tabled until BB&K has completed their review and have made their recommendations.

NEW BUSINESS: **A. HOURLY/SALARY OPTIONS for DISTRICT MANAGER:** This item was settled during the Closed Session disclosure at the previous meeting. However, it was not specifically marked for removal from the Pending Items section of the Agenda. Trustee Smith made a motion to remove this item from the Agenda. Vice-Chairman Willie seconded. Roll Call Vote: Ayes – Yaw, Willie, Land & Smith. Excused - Carder. Motion carried. **B. REVIEW-DISCUSS-AMMEND 2019-2020 DISTRICT BUDGET (based upon final 2018-2019 budget):** The Manager presented the Board with the final budget for fy 2018-2019 and asked if there were any changes the Board would like to make to the 2019-2020 budget based on the final 2018-2019 data. The Board nor the Manager had any recommendations. No Motion Needed. **C. CAPC EDUCATION SEMINAR – VENTURA – OCT. 11&12:** The Manager reminded the Board of the upcoming CAPC meeting and informed them that he & Trustee Carder will not be available for attendance. Chairman Yaw asked Trustees if any were interested and available to attend. Trustee Smith said he will check his schedule for availability and would attend if free. Vice-Chairman Willie made a motion to send Trustee Smith if available. Trustee Land seconded. Roll Call Vote: Ayes – Yaw, Willie & Land. Abstained - Smith. Excused - Carder. Motion carried. **D. BOARD PRESENTATION / RECOGNITION:** Chairman Yaw asked to address the Board with a presentation to the Manager. Recently the District purchased a new P/A system and had no use for the old P/A system. It was mentioned that the Mojave Seniors were in need of a P/A system and with the consensus of the Board, the Manager donated the old P/A system to the Mojave Seniors. Chairman Yaw presented the Manager with a Certificate of Appreciation on behalf of the Mojave Seniors for his generous donation. There was no motion needed.

BOARD MEMBER ANNOUNCEMENTS: Manager Paul Holzer reminded the Board that July 24 is his 28th anniversary with the District and thanked them for their trust & opportunity to serve our communities. Chairman Yaw reminded everyone of the Mojave Seniors Craft Fair this Saturday from 10:00 – 4:00. There will be 22 vendors and hourly raffles. Vice-Chairman Willie mentioned how hard Chairman Yaw and his wife Willa, have worked very hard making calls, flyers, etc. for the craft fairs success. Additionally, there are tickets for the Jethawks game on Sunday (National Night Out) if anybody is interested (\$5ea) and Bingo on Tuesday nights.

ORAL COMMUNICATIONS: There was none at this time.

ADJOURNMENT: Vice-Chairman Willie made a motion to adjourn at 5:27pm.

Respectfully Submitted by:

Paul Holzer,

District Manager / Board Secretary