

# EAST KERN CEMETERY DISTRICT MINUTES OF REGULAR BOARD MEETING

October 21, 2024

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

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

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

**APPROVAL OF MONTHLY BUDGET AND VOUCHERS:** Trustee Swindler made a motion to approve the monthly budget and vouchers #I092724 & I100324. Trustee Carder seconded. Ayes – Yaw, Carder, Smith & Swindler. Motion carried. Motion carried.

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

- The District performed 3 interments since the last meeting (1T & 2C-CCMP).
- Blomberg Accounting will be here on Oct. 30 to perform the annual audit. Originally scheduled in Sept. but unable to perform due to medical emergency.
- Groundsman will be installing flag pole brackets on the driveway lights at MC. Flag pole sockets used to be in-ground before driveway construction.

**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, all fire extinguishers were just serviced last week.

## PENDING ITMES:

**NEW BUSINESS:** **A. CAPC CONFERENCE DEBRIEFING – CARDER/SWINDLER:** Originally, Trustee's Smith & Swindler were approved to attend the CAPC conference, along with the Manager. Trustee Smith was unable to attend and Trustee Carder took his place, with notification to Chairman Yaw. Trustee Swindler expressed appreciation to the Board for allowing her to attend. Swindler briefed the Board on her experience: Finance workshop (budgeting, policies, etc.), co-mingling options for cremated remains. Trustee Carder expressed that he was glad to be able to step into Trustee Smith's reservation. Carder briefed the Board on: Reverence of Stewardship regarding District finances and asking the contracted auditors to make a personal presentation to the Board once annual audit is complete and interesting lawyer presentation. Reimbursements: Carder - \$352.72, Holzer - \$442.62, Swindler - \$491.85. Trustee Smith made a motion to approve reimbursements as presented. Trustee Carder seconded. Ayes – Yaw, Carder, Smith & Swindler. Motion carried.

**BOARD MEMBER ANNOUNCEMENTS:** Yaw – Trunk or Treat @ MHS.

**ADJOURNMENT:** Trustee Carder made a motion to adjourn at 5:27pm.

Respectfully Submitted by:

Paul Holzer,

District Manager / Board Secretary