

EAST KERN CEMETERY DISTRICT MINUTES OF REGULAR BOARD MEETING

JANUARY 11, 2021

The meeting was called to order by Chairman Victor Yaw at 4:57 pm.

ROLL CALL: Chairman Victor Yaw & Vice-Chairman Glenda Willie were present. Trustees: Buford Land (tele-conference), Harold Smith & Owen Carder were 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 Carder made a motion to approve the Agenda & Minutes as presented. Vice-Chairman Willie seconded. Roll Call Vote: Ayes – Yaw, Willie, Land, Smith & Carder. Motion carried.

APPROVAL OF MONTHLY BUDGET AND VOUCHERS: Trustee Carder made a motion to approve the monthly budget and vouchers #E010521. Trustee Smith seconded. Roll Call Vote: Ayes – Yaw, Willie, Land, Smith & Carder. Motion carried.

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

- The District performed zero interments since the last meeting.
- Signs for each cemetery should be installed this weekend or early next week.
- Trustee 1099's will be delivered by end of month.

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

NEW BUSINESS: **A. ELECTION of OFFICERS (CHAIRMAN, VICE-CHAIRMAN, SAFETY OFFICER):**

Chairman Yaw opened the floor for nominations. Vice-Chairman Willie made a motion to nominate Victor Yaw to Chairman. Trustee Carder seconded. Trustee Smith made a motion to nominate Glenda Willie to Vice-Chairman. Trustee Carder seconded. Trustee Carder nominated Harold Smith to Safety Officer. Trustee Smith nominated Owen Carder to Safety Officer, both seconded by Vice-Chairman Willie. Chairman Yaw was the deciding vote choosing Owen Carder to Safety Officer. Roll Call Vote: Ayes – Yaw, Willie, Land, Smith & Carder. Motion carried. **B. TRANSFERS to DEFERRED MAINTENANCE & ENDOWMENT SAVINGS:**

The Manager reminded the Board that last years budget was in the black by \$160,000, and recommended transferring \$50,000 to the Endowment Savings and \$50,000 to the Deferred Maintenance Fund, from the General Fund, for a total transfer of \$100,000. The Manager reminded the Board that increasing the Endowment Savings would benefit the Districts future liabilities and transfers to the Deferred Maintenance will be accessible, should the District need it. The Manager suggested that the on-going project for the CCMP main driveway will likely be part of next year's budgetary items because the process to ready project is moving slow. Trustee Carder made a motion to transfer the funds as proposed. Vice-Chairman Willie seconded. Roll Call Vote: Ayes – Yaw, Willie, Land, Smith & Carder. Motion carried.

BOARD MEMBER ANNOUNCEMENTS: There was none at this time.

ORAL COMMUNICATIONS: There was none at this time.

ADJOURNMENT: Trustee Smith made a motion to adjourn at 5:10 pm.

Respectfully Submitted by:

Paul Holzer,

District Manager / Board Secretary