

MINUTES OF THE REGULAR MEETING  
BOARD OF TRUSTEES  
NORTH COUNTY CEMETERY DISTRICT  
As of March 25, 2024

The meeting of the Board of Trustees of the *North County Cemetery District* was called to order by Chairperson Dr. Steven Lochridge at 5:30 p.m., at the Oak Hill Memorial Park office. Present were Trustees, Sharon Disney, Colleen Lukoff, and Barbara Sulier. Trustee Michael Ott participated via telephone. A quorum was present. Also present were NCCD Administration Manager Kelly Swales and General Manager Edward Serna.

The meeting began with the Salute to the U.S. Flag and the recognition of visitors.

Public input for non-agenda items; no action will be taken on non-agenda items. Speakers are limited to three minutes each. No members of the public spoke on non-agenda items.

**Minutes**

A motion was presented by Trustee Disney, seconded by Trustee Sulier to approve the minutes of the February 26, 2024, Regular Board meeting.

The motion passes with 5 Aye votes.

Ayes:	5	Trustees Lochridge, Disney, Ott, Lukoff, and Sulier.
Nays:	0	
Abstained:	0	
Absent:	0	
Recused	0	

**District Orders and Certificates**

The Board reviewed all certificates for February 2024, signed District orders/Warrants and checks as needed.

A motion was presented by Trustee Sulier, seconded by Trustee Disney, to ratify all certificates for February 2024.

The motion passes with 5 Aye votes.

Ayes:	5	Trustees Lochridge, Disney, Ott, Lukoff, and Sulier.
Nays:	0	
Abstained:	0	
Absent:	0	
Recused	0	

**Correspondence**

The district received no correspondence for the month of February 2024.

## **Financial Report**

The board reviewed the Financial Report for the month of February 2024. Positive sale trends continue for the fiscal year.

Following a discussion regarding Preneed funds, a motion was presented by Trustee Ott, seconded by Trustee Lukoff, to pause the transfer of any additional Preneed funds this fiscal year unless there is an emergency, or the Board approves the transfer.

The motion passes with 5 Aye votes.

Ayes:	5	Trustees Lochridge, Disney, Ott, Lukoff, and Sulier.
Nays:	0	
Abstained:	0	
Absent:	0	
Recused	0	

## **Investment Report**

The district had two investments that matured for the month of February 2024.

Activity for the month of February 2024 in the following accounts:

OH Endowment - there was a \$55,000 Carson CA dev Municipal 4.67% that matured 02/01, these funds were reinvested in a PennyMac Corporate 5.50% Mty 03/2026

OH Preneed – there was \$115,000 Merrick Bank 1.65% CD that matured 02/28, these funds were reinvested on 03/04 in two bonds. \$70,000 in FED Home Loan Gov't Agency 5.25% Mty 03/05/2029 and \$50,000 in PennyMac Corporate 5.50% Mty 03/2026

All account information/activity/interest earned for the month of February can be found on the February 2024 statements/confirmations.

## **Continuing Business**

The GM provided a brief update on the Land Conservancy Project.

The Board discussed the next steps of Strategic Planning.

**New Business:**

The Board reviewed and discussed the proposed Volunteer Policy and Liability Waiver, a motion was presented by Trustee Lukoff, seconded by Trustee Disney, to approve the Volunteer Program as presented.

The motion passes with 5 Aye votes.

Ayes: 5 Trustees Lochridge, Disney, Ott, Lukoff, and Sulier.  
Nays: 0  
Abstained: 0  
Absent: 0  
Recused 0

**Manager's Report**

The GM will continue to work on drafting new policies to be presented to the board for review at a future date.

**Trustees' Report**

The Board discussed ideas for improving communication and visibility to the public.

The meeting adjourned at 6:49 pm. The next Regular Board of Trustees meeting is scheduled for Monday April 22, 2024, and will begin at 5:30 pm. It will be held at the district office, 2640 Glenridge road, Escondido, CA.

Prepared by:

Kelly Swales  
Board Secretary