

MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
NORTH COUNTY CEMETERY DISTRICT
As of August 29, 2022

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, Tanis Brown, Michael Ott, and Colleen Lukoff. Trustee Sharon Disney was not present. A quorum was present. Also present was General Manager Edward Serna.

Pursuant to the Executive Department State of California, Executive Order N-25-20, California Governor Newsom is providing Brown Act flexibility for Public Agencies due to the COVID-19 crisis. The meeting was accessible to the public via teleconference.

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.

Minutes

A motion was presented by Trustee Ott, seconded by Trustee Brown, to approve the minutes of the July 25, 2022, Regular Board meeting.

The motion passes with 4 Aye votes.

Ayes:	4	Trustees, Lochridge, Ott, Brown, and Lukoff.
Nays:	0	
Abstained:	0	
Absent:	1	Disney
Recused	0	

District Orders and Certificates

The Board ratified all certificates for July 2022. District orders/Warrants and signed checks as needed.

Correspondence

The district did not receive any correspondence for the month of July 2022.

Financial Report

At approximately 5:36pm, the districts Investment advisor Sandra Wheeler, from Stifel Inc. called in to join the meeting. Sandra discussed and shared with the board the current volatility of the market. Sandra will continue to diversify the districts portfolio. The district's current yield average for all of the district's investments, is 2.33%.

The Board reviewed the Financial Report for the month of July 2022, during the August 29, 2022, meeting. Positive sell trends have continued into FY 22-23.

Investment Report

The district did not have any investments that matured for the month of July 2022.

Continuing Business

The GM provided a COVID-19 monthly report regarding any staff members being impacted by the COVID-19 virus. No COVID-19 impacts were reported for the month of July 2022.

The General Manager provided an update about the Land Conservancy project.

The district will continue to work with Quality Chevrolet to finalize the purchase of one of the new trucks. The expected delivery date of the new truck is to be determined.

The GM shared with the board, that the district will be working with Streamline to begin updating and revamping the district’s website.

New Business:

A CAPC Honorary Membership letter was presented to the Trustees for honorary membership for Sandi Miller and Bill Conrad. Sandi and Bill were long time members of the CAPC in various roles. After a discussion, the board of Trustees voted to nominate Sandi Miller from the Selma Cemetery District, and Bill Conrad from the Reedley Cemetery District for Honorary Membership.

A motion was presented by Trustee Ott, seconded by Trustee Brown, to nominate Sandi Miller and Bill Conrad for Honorary Membership to the CAPC.

The motion passes with 4 Aye votes.

Ayes:	4	Trustees, Lochridge, Ott, Brown, and Lukoff.
Nays:	0	
Abstained:	0	
Absent:	1	Disney
Recused	0	

The board of Trustees were presented with two proposals to purchase a small tractor for the San Marcos Cemetery. The proposals were submitted to the district from Pauley’s Equipment and John Deere Inc, both vendors are located in Escondido.

After a board discussion, a motion was presented by Trustee Lukoff, seconded by Trustee Brown, to accept the proposal submitted by Pauley’s Equipment to purchase the small tractor for the San Marcos Cemetery.

The motion passes with 4 Aye votes.

Ayes:	4	Trustees, Lochridge, Ott, Brown, and Lukoff.
Nays:	0	
Abstained:	0	
Absent:	1	Disney
Recused	0	

The CSDA Annual Conference was held this year from 8-22-22 through 8-25-2022, at the JW Marriott Desert Hot Springs. In attendance were Trustees, Michael Ott, and Colleen Lukoff.

Trustees Ott and Lukoff shared with the board the presentations that were given at the conference.

Managers' Report

The GM and the Admin Mgr. will continue to work with Nigro & Nigro to complete the annual audit.

The district recently added 3 new staff members to the district.

The GM will make the recommended amendments to the Gm contract. Once complete the Gm will provide the final contract to the rest of the Trustees.

The meeting adjourned at 7:49pm. The next Regular Board of Trustees meeting is scheduled for Monday September 26, 2022, and will begin at 5:30pm. It will be held at the district office, 2640 Glenridge road, Escondido, CA.