

MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
NORTH COUNTY CEMETERY DISTRICT
As of April 22, 2024

The meeting of the Board of Trustees of the *North County Cemetery District* was called to order by Chairperson Dr. Steven Lochridge at 5:40 p.m., at the Oak Hill Memorial Park office. Present were Trustees, Sharon Disney, Michael Ott, and Colleen Lukoff. Trustee Barbara Sulier participated via Zoom. A quorum was present. Also present were NCCD Administration Manager Kelly Swales and General Manager Edward Serna.

The district's CPA, Kevin Brejnak also attended via Zoom.

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.

The board moved item K (1) under New Business up to be discussed after item F on the agenda.

Minutes

A motion was presented by Trustee Ott, seconded by Trustee Disney to approve the minutes of the March 25, 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 March 2024, signed District orders/Warrants and checks as needed.

A motion was presented by Trustee Ott, seconded by Trustee Disney, to ratify all certificates for March 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	

New Business

The District's CPA, Kevin Brejank presented the Board with his analysis if funds are moved from the county treasurer's office to California Class. The district could see an increase in interest earnings if factors continue.

Correspondence

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

Financial Report

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

Investment Report

The district had three investments that matured for the month of March 2024.

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

OH Endowment - there was a \$50,000 Public Service Elec Gas Corporate 3.75% that matured 03/15, these funds were reinvested in a Gov't Nat'l Mtg Assn CMO 5.50% Avg Life 2 years Yield to Life 5.50%.

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.

SM Endowment - – there was a \$99,000 Santander Corporate bond that matured on 03/13, these funds were reinvested in Federal Nat'l Mtg Assn CMO 5.50% Avg Life 2 years Yield to Life 5.50%.

Continuing Business

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

The Board will participate in a second Strategic Planning workshop on May 17th.

New Business:

The GM provided the Board with information on Polyguard & Co. vaults and liners that the District will begin to use next fiscal year.

Memorial Day events have been scheduled for both Oak Hill Memorial Park and the San Marcos Cemetery.

The Board reviewed recent updates to the website and selected a new District logo.

The May 2024 regular meeting was moved from Memorial Day, May 27th, 2024, to May 20th, 2024.

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

A volunteer will begin to gather information on the history of the cemeteries.

Closed Session

The Board did not go into a closed session.

A conversation ensued regarding the GM's Performance Evaluation and the Board clarified which version of the drafted evaluation is to be used.

The meeting adjourned at 7:30 pm. The next Regular Board of Trustees meeting is scheduled for Monday May 20, 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