

MINUTES OF THE REGULAR MEETING  
BOARD OF TRUSTEES  
NORTH COUNTY CEMETERY DISTRICT  
As of November 28, 2022

The meeting of the Board of Trustees of the *North County Cemetery District* was called to order by Chairperson Dr. Steven Lochridge at 5:33 p.m., at the Oak Hill Memorial Park office. Present were Trustees, Sharon Disney, Colleen Lukoff, Michael Ott (Via Telephone), and Tanis Brown. A quorum was present. Also present was NCCD Administration Manager Kelly Swales and 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 corrected minutes of the October 24, 2022, Regular Board meeting.

The motion passes with 5 Aye votes.

Ayes: 5 Trustees, Lochridge, Ott, Brown, Disney and Lukoff.

Nays: 0

Abstained: 0

Absent: 0

Recused 0

**District Orders and Certificates**

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

**Correspondence**

The District did not received any correspondence for the month of October 2022.

## **Financial Report**

The board reviewed the Financial Report for the month of October 2022, during the November 28, 2022, meeting. Positive sale trends continue for the fiscal year.

## **Investment Report**

The District had one investment that matured held with Bank of OZK in the amount of \$139,791.60, with Oak Hill Preneed money. The CD was closed with Bank of OZK. The money was deposit with Stifel in the Oak Hill Preneed account.

A motion was presented by Trustee Disney, seconded by Trustee Lochridge, to close the Bank of OZK account, and deposit the Oak Hill Preneed money with Stifel.

The motion passes with 5 Aye votes.

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

## **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 October 2022.

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

The 2<sup>nd</sup> truck was received by Quality Chevrolet on approximately November 15, 2022.

A new Agenda item for the district website will continually be place in the "Continuing Business" monthly agenda.

## **New Business:**

After a discussion by the Board of Trustees, a motion was presented by Trustee Lukoff, seconded by Trustee Brown, for Trustee Disney to serve as the Chairperson for calendar year 2023 and, Dr. Steven Lochridge to serve as the Vice-Chairperson for calendar year 2023.

The motion passes with 5 Aye votes.

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

## **Managers' Report**

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

The GM will work on implementing a directional interment sign.

The meeting adjourned at 6:39pm. The next Regular Board of Trustees meeting is scheduled for Monday January 23, 2023, and will begin at 5:30pm. It will be held at the district office, 2640 Glenridge road, Escondido, CA.