

# **Santa Maria Cemetery District**

## **Board Minutes**

**Location of Meeting: 1501 S. College, Santa Maria, Ca 93454**

**Meeting Date 7/19/10**

**CALL TO ORDER:** The regular meeting was called to order by Chairman 9:00 A.M.

**ROLL CALL:** Present: Bob Nelson, Chairman, Geraldine Orbikat, Vice Chairwoman, Phyllis Tiegs, Trustee, Lee Diaz, Trustee, Cole Lucas, Trustee

**OTHERS PRESENT:** General Manager Badenell, Carrie Troup CPA, Karen O'Neil, Twitchell and Rice LLP

**DISTRIBUTIONS:** None.

**MINUTES OF PREVIOUS MEETINGS:** The minutes from Board meeting of June 14, 2010 was unanimously approved. Motion by Tiegs, second by Diaz, all ayes, motion carried.

**PUBLIC COMMENT:** None

**ITEMS FOR ACTION/OLD BUSINESS:**

- a. Karen O'Neil, Twitchell and Rice, LLP delivered a status report on the 2010/11 MOU General Employee Unit Represented by SEIU Local 620.
- b. The Board discussed the maintenance of Pine Grove Cemetery. Karen O'Neil stated that the endowment interest is available for cemetery maintenance. Vice Chairwoman Obrikat presented her research on the property. She will continue the historical research and report back during the next regular Board meeting. Trustee Diaz will contact the Elks Lodge regarding the donation of oak firewood. The cemetery staff will perform cleanup work on the property. The Board authorized the purchase of a small riding mower for cemetery

maintenance, cost not to exceed \$1,000. Motion by Diaz, second, by Lucas, all ayes motion carried.

- c. Karen O'Neil, Twitchell and Rice, LLP presented the signed Lease between the Santa Maria Cemetery District and J&J Farms. The Board approved the leases and authorized the General Manager to execute the lease on the District's behalf. Motion by Diaz, second by Lucas. All ayes, motion carried.

#### ITEMS FOR ACTION / NEW BUSINESS

- a. None.

#### WRITTEN COMMUNICATIONS RECEIVED:

- a. None.

#### GENERAL MANAGER'S REPORT:

- General Manager Badenell reported on cemetery operations.
- The General Manager has not received a response from the Bailey Family regarding the placement of the tree on the District grounds.

#### FINANCE REPORT: (Carrie Troup, CPA)

Carrie Troup, CPA, presented the financial report and the proposed 2010-2011 Budgets. The Board reviewed, discussed and approved the proposed 2010-11 Budget (Fund 3320) as amended. Motion by Lucas, second by Obrikat. All ayes, motion carried. The Board also reviewed, discussed and approved the proposed 2010-11 Budgets for Funds 3321, 3322, 3323. Motion by Lucas, second by Obrikat. All ayes, motion carried.

#### TRUSTEE REPORTS:

- a. Chairman Nelson: None
- b. Vice Chairwoman Obrikat - None
- c. Trustee Lucas: Discussed the purchase of name plates for the trustees.
- d. Trustee Tiegs: None
- e. Trustee Diaz: None

The meeting was adjourned at 10:32 A.M. Motion by Diaz, second by Lucas, all ayes, motion carried.

Next Meeting August 9, 2010