

Santa Maria Cemetery District

Board Minutes

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

Meeting Date 3/13/17

CALL TO ORDER: The regular meeting was called to order by the Chairman at 9:01 A.M.

ROLL CALL:

PRESENT: Lee Diaz, Chairman; Mark Evans, Co-Chair; Cole Lucas, Trustee; John Tunnell, Trustee; Bob Engel, Trustee

ABSENT: None

OTHERS PRESENT: Becky Badenell, General Manager

DISTRIBUTIONS: None

MINUTES OF PREVIOUS MEETING: The Board reviewed and approved the minutes of the February 13, 2017 regular meeting. Motion by Evans, second by Lucas. Ayes: Diaz, Evans, Lucas, Engel and Tunnell. Motion carried.

The Board reviewed and approved the minutes of the February 17, 2017 special meeting. Motion by Lucas, second by Tunnell. Ayes: Diaz, Lucas, Engel and Tunnell. Absent from vote: Evans. Motion carried.

PUBLIC COMMENT:

None

5. ITEMS FOR ACTION/OLD BUSINESS

(a) The Board discussed the General Manager's salary and compensation. The Board approved a 10% raise effective March 1, 2017 with evaluations to continue each year. Future salary adjustments to coincide with the fiscal year. Motion by Evans, second by Lucas. Ayes: Evans, Lucas, Engell, Tunnell, and Diaz. Motion carried.

(b) The Board gave an update on the Enos project from the February 17 meeting to Mark Evans who was not at the meeting.

(c) The Board discussed the John Courtney/RJM Design Group: the Board instructed the manager to email John Courtney with some questions.

(d) The Board discussed the Trustee Compliance Schedule and reminded trustees to complete Form 700.

6. ITEMS FOR ACTION NEW BUSINESS

None

7. FINANCIAL REPORT: The board reviewed the financial statements.

8. MANAGER'S REPORT:

BURIAL INFORMATION FOR February 2017

NUMBER OF CREMATIONS: 8 (1 Southlawn, 7 original side)

FULL BURIALS: 14 (6 original side, 8 Southlawn)

INFANT: 2 (2 Southlawn, 0 original side)

24 Total

Southlawn Statistics: Burials: 886
Pre need: 743
Available: 1986

The Manager discussed new graves development, only 1 grave left. The Manager reported on normal day to day operations and noted that the gopher trappers are making progress, 319 to date. Humann Landscapers are doing a great job, and the General Manager is still waiting for an update from Daniel on a time line for dethatching and aerating the thick grass.

9. TRUSTEE REPORTS:

- a) Chairperson Diaz - gave a report on the CAPC Annual Conference
- b) Co-Chair Evans None
- c) Trustee Lucas - None
- d) Trustee Tunnell - None
- e) Trustee Engel - None

The meeting was adjourned at 10:45 A.M.

Next regular meeting will be Monday, April 10, 2017.