

# Santa Maria Cemetery District

## Board Minutes

Location of Meeting:

1501 S College Dr Santa Maria CA 93454

Meeting Date 7/18/2023

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

TRUSTEES PRESENT: Chairman, Lee Diaz; Trustee, Bob Engel; Trustee, Mark Evans; Trustee, John Tunnell

OTHERS PRESENT: Brendan Hannegan, District Manager; Carrie Troup, CPA; Brandon Heavener

The Board reviewed and approved the minutes of the June 12<sup>th</sup>, 2023, Board Meeting. Motion by Tunnell, second by Evans. Ayes: Diaz, Engel, Evans, Tunnell. Motion carried.

PUBLIC COMMENT: The Board discussed tracking compliments/complaints using a log for tracking purposes.

The Board recessed to closed session 9:09 A.M.

### CONFERENCE WITH LEGAL COUNCIL-ANTICIPATED LITIGATION

Initiation of litigation pursuant to subdivision (b) of Section 54956.9  
(3 cases)

CONFERENCE WITH LABOR NEGOTIATORS: Closed Session Pursuant to Government Code Section 54957.6. Conference with negotiators Chair Lee Diaz and Trustee Bob Engel regarding labor contract with General Employee Unit represented by SEIU Local 620

Reconvene to Open Session at 9:25 A.M.

Report from closed session: The Board tentatively approved and will make final approval once the updated contract has been reviewed. Motion by Engel, second by Evans. Ayes: Diaz, Engel, Evans, Tunnell. Motion carried. No other action taken.

The Board recessed to closed session 9:30 A.M.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Pursuant to Government Code Section 54957, Public Employee: District Manager (Follow-up)

Reconvene to open session 9:45 A.M

Report from Closed Session: The Board approved a mid-year bonus of \$5,000. Motion by Engel, second by Evans. Ayes: Diaz, Engel, Evans, Tunnell. Motion carried.

ITEMS FOR ACTION/OLD BUSINESS:

- a) The regular annual District Manager Compensation review will be conducted in 3 months.
- b) The Board discussed the office and shop progress. They reviewed the funding needs as well as the ongoing process with the City of Santa Maria. The Board approved to proceed with the plan timeline moving forward with the building construction to begin during the first quarter of 2024. Motion by Evans, second by Engel. Ayes: Diaz, Engel, Evans, Tunnell.  
Motion carried.
- c) The MOU between the Santa Maria Cemetery and SEIU Local 620 was discussed.
- d) The Board discussed the still pending selection of a new trustee.

ITEMS FOR ACTION/NEW BUSINESS:

- a) District Manager Hannegan announced that the new section is open. He discussed monument sales and multiple plots.
- b) Calander review:
  - a. The next Board meeting will be Aug 22<sup>nd</sup>.
  - b. The upcoming CAPC Education Event will be October 6<sup>th</sup> – 7<sup>th</sup> in Sacramento.
  - c. The CDSA trial membership will be reviewed in November.

Services Report – Recap of the monthly Burial Information- District Manager Hannegan reported on the following:

45 Services: 22 Casket, 23 Cremation  
21 Casket at need, 12 Casket Pre-need,  
5 Cremation At Need, 4 at Pre-Need  
6 Niche, 5 At Need, 1 Pre-need

FINANCIAL REPORT: Carrie Troup, C.P.A. -

Carrie Troup presented the report read out.

TRUSTEE REPORTS:

- a) Chairman Diaz – None.
- b) Trustee Evans – the lawn watering
- c) Trustee Tunnell – Discussed a grounds tour for next meeting.
- d) Trustee Engel – Discussed a grounds tour for next meeting.

The next regular Board meeting is scheduled for August 22, 2023.

The meeting was adjourned at 11:40 AM. Motion by Tunnell, second by Evans. Ayes: Diaz, Evans, Engel, Tunnell. Motion carried.