

# Santa Maria Cemetery District

## Board Minutes

### Location of Meeting:

Location of Meeting: 511 E. Lakeside Parkway, Santa Maria, CA 93454 and via teleconference

Meeting Date 8/10/20

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

#### **ROLL CALL:**

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

#### **ABSENT:**

**OTHERS PRESENT:** General Manager Nick Salvesen; Carrie Troup, C.P.A; Karen O'Neil, Kirk & Simas

The Board reviewed and approved the minutes of the July 13, 2020 meeting. Motion by Lucas, second by Tunnell. Ayes: Tunnell, Diaz, Engel and Lucas. Abstain from vote: Evans. Motion carried.

There was no public comment.

#### **ITEMS FOR ACTION/OLD BUSINESS**

None

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- a) The Board and General Manager Salvesen reviewed and approved Annual price increase of 3% as per the chart presented; effective September 1. Motion by Engel, second by Tunnell. Ayes: Tunnell, Diaz, Engel, Lucas and Evans. Motion carried.
- b) The Board and General Manager Salvesen discussed trimming, thinning, raising and shaping the trees in the Parkway section to improve view and aesthetics to Vets Niche wall area. The Board will move forward with the project.

**FINANCIAL REPORT:** Carrie Troup, C.P.A. presented the monthly financial reports.

#### **MANAGER'S REPORT:**

- a) General Manager Salvesen presented a recap of the July burial information. 36 Services: 22 Casket, 14 Cremation; 20 Pre-needs: 19 Casket, 1 Cremation
- b) General Manager Salvesen reported on the Cemsites program, the walk to grave mobile site is now live.
- c) General Manager Salvesen reported on South Lawn development and gave an update on Phase 2.
- d) General Manager Salvesen presented a general frame work marketing plan for the District.

#### **TRUSTEE REPORTS:**

- a) Chairman Diaz- None
- b) Co-Chair Lucas- Discussed prioritizing selling niches we have. He discussed considering optional features such as a garden and ossuary.
- c) Trustee Evans- None
- d) Trustee Tunnell- Reported on his meeting with General Manager Salvesen and Karen O'Neil regarding AB5
- e) Trustee Engel- Discussed adding social distancing signage to the grounds during services.

#### **Items for next regular meeting:**

- a. Cemetery Marketing plan.
- b. Review construction documents for South Lawn Expansion

The next regular Board meeting is scheduled for September 14<sup>th</sup>, 2020.

The meeting was adjourned at 10:30 AM. Motion by Evans, second by Tunnell. Ayes: Tunnell, Diaz, Engel, Lucas and Evans. Motion carried.