

Santa Maria Cemetery District

Board Minutes

Location of Meeting:

1501 S College Dr Santa Maria CA 93454

Meeting Date 8/22/2023

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.

The Board reviewed and approved the minutes of the July 18th, 2023, Board Meeting. Motion by Tunnell, second by Evans. Ayes: Diaz, Evans, Tunnell. Absent for vote, Engel. Motion carried.

PUBLIC COMMENT: None

The Board recessed to closed session 9:08 A.M.

CONFERENCE WITH LEGAL COUNCIL-ANTICIPATED LITIGATION

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

The Board reconvened to open session 9:19 A.M.

Report from closed session: No action taken.

ITEMS FOR ACTION/OLD BUSINESS

- a) The Board signed the MOU between the Santa Maria Cemetery and SEIU Local 620. The Board congratulated the committee. District Manager Hannegan reviewed the completed process.
- b) The Board discussed the security ranger agreement. They discussed possible evening and weekend patrols.
- c) The Board reviewed the still pending selection of a new trustee.

ITEMS FOR ACTION/NEW BUSINESS:

- a) District Manager Hannegan recapped the service report and discussed the upcoming cemetery walk through.
- b) District Manager Hannegan and the Board discussed the JD Humann proposal, which includes landscaping of the garden cremation area and office.
- c) District Manager Hannegan discussed staffing.
- d) The quarterly clean-up will take place Aug 7th – 11th.
- e) District Manager Hannegan discussed the ongoing feedback log.
- f) Calander review:
 - a. The next Board meeting will be Sept 11th.
 - b. The upcoming CAPC Education Event will be October 6th – 7th in Sacramento.

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

57 Services: 28 Casket, 29 Cremation
33 Casket at need, 23 Casket Pre-need,
5 Cremation At Need, 0 at Pre-Need, 24 with existing.
2 Niche, 1 At Need, 1 Pre-need

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

Carrie Troup presented the report read out.

TRUSTEE REPORTS:

- a) Chairman Diaz- Discussed the addition of section D on the reports.
- b) Trustee Evans- None
- c) Trustee Tunnell- None
- d) Trustee Engel – Discussed signage regarding the cleanup process timeline; inquired about the information on Facebook and Instagram; inquired about possible government equipment discounts.

The next regular Board meeting is scheduled for Sept 11, 2023.

The meeting was adjourned at 10:47 AM for the cemetery walk through. Motion by Evans, second by Tunnell. Ayes: Diaz, Evans, Engel, Tunnell. Motion carried.