

Santa Maria Cemetery District

Board Minutes

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

Meeting Date 9/11/17

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

ROLL CALL:

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

ABSENT:

OTHERS PRESENT: Becky Badenell, General Manager; Tony Ramirez, Grounds manager; Carrie Troup, C.P.A.

DISTRIBUTIONS: None

MINUTES OF PREVIOUS MEETING: The Board reviewed and approved the minutes of the August 14, 2017 regular meeting. Motion by Lucas, second by Tunnell. Ayes: Diaz, Tunnell, and Lucas. Absent for vote: Evans, and Engel. Motion carried.

PUBLIC COMMENT:

An individual from the public commented on live music on the District grounds. The individual was in favor of allowing live music on the District grounds during funeral services and presented reasons in support of the position.

ITEMS FOR ACTION/OLD BUSINESS

- (a) The Board discussed live music on the District grounds. The Board directed the General Manager to present a draft Music Policy at the next regular board meeting.
- (b) The Board discussed the update on the Enos project and requested an update on the completion date.
- (c) The Board discussed and updated the Trustee Compliance Schedule.
- (d) The Board discussed burial costs for crew labor. It takes 2 men 2-1/2 hours per service plus supervisor costs.
- (e) The Board discussed and reviewed the updated 5 year plan.

ITEMS FOR ACTION NEW BUSINESS

- (a) The Board requested that the General Manager put the equipment list on an excel spreadsheet and include the year of purchase on all assets, and also include the expected disposal date.

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

8. MANAGER'S REPORT:

District Manager Badenell discussed the Little Hoover commission and the website requirements.

BURIAL INFORMATION FOR August 2017

NUMBER OF CREMATIONS: 4

FULL BURIALS: 13

INFANT: 2

19 Total

Southlawn Statistics: Burials: 954
Pre need: 789
Available: 1873

The Manager reported that contracting with J.D. Humann continues to run smoothly. Gopher catching continues to be successful. The Manager reported that the first publication in the newspaper for the Abandoned Plots project should be going out by the end of next week per Karen O'Neil of Kirk and Simas.

9. TRUSTEE REPORTS:

- a) Chairperson Diaz- Discussed the possible addition of niche walls on the District grounds.
- b) Co-Chair Evans- None
- c) Trustee Lucas- None
- d) Trustee Tunnell- None
- e) Trustee Engel- Discussed touring the mausoleum during the next regular Board meeting.

The meeting was adjourned at 10:57 AM.

Next regular meeting will be Tuesday, October 17, 2017.