

Santa Maria Cemetery District

Board Minutes

Location of Meeting:

1501 S College Dr Santa Maria CA 93454

Meeting Date 10/17/2023

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; Trustee, Carmen Garcia.

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

The Board reviewed and approved the minutes of the September 11th, 2023, Board Meeting. Motion by Tunnell, second by Evans. Ayes: Diaz, Evans, Tunnell, Engel, Garcia. Motion carried.

PUBLIC COMMENT: None

The Board recessed to closed session 9:06 A.M.

CONFERENCE WITH LEGAL COUNCIL-ANTICIPATED LITIGATION

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

STAFFING UPDATE-PUBLIC EMPLOYEE- DISCIPLINE/DISMISS/RELEASE

The Board adjourned closed session and reconvened to open session at 9:23 A.M.

Report from closed session: No action taken.

ITEMS FOR ACTION/OLD BUSINESS

- a) District Manager Hannegan reported on the future office and shop progress. He will follow up in December.
- b) District Manager Hannegan reported on the ranger agreement which is still pending.
- c) The Board welcomed the new board trustee, Carman Garcia.
- d) District Manager Hannegan reported on the completed office/cremation garden area clean up and niche wall tree trimming.

ITEMS FOR ACTION/NEW BUSINESS:

- a) District Manager Hannegan recapped the CAPC Educational event he attended in Sacramento. He reported on green burials, zero emissions transitions, Brown Act review, wells and drought tolerant planting.
- b) District Manager Hannegan reported on the recent hiring a new part time cemetery service worker.
- c) District Manager Hannegan discussed the upcoming Day of the Dead events on Nov. 2nd.
- d) District Manager Hannegan reported on the upcoming quarter clean-up which begins Nov. 6th.

- e) District Manager Hannegan discussed the schedule for November which includes public employee evaluation.

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

42 Services: 23 Casket, 19 Cremation
17 Casket At need, 12 Casket Pre-need,
2 Cremation At Need, 0 At Pre-Need, 17 with existing.
0 Niche, 0 At Need, 0 Pre-need

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

Carrie Troup presented the report read out.

TRUSTEE REPORTS:

- a) Chairman Diaz- The District honored Mr. Diaz for 15 years of service on the cemetery board and presented him with a certificate of appreciation along with his favorite donuts.
- b) Trustee Evans- Inquired about adding trash receptacles for events.
- c) Trustee Tunnell- None
- d) Trustee Engel – Discussed adding more signage to the grounds to improve public awareness. He also discussed providing a lane for emergency vehicles during events.
- e) Trustee Garcia- None

The next regular Board meeting is scheduled for November 13, 2023.

The meeting was adjourned at 11:25 AM. Board Meeting. Motion by Tunnell, second by Evans. Ayes: Diaz, Evans, Tunnell, Engel, Garcia. Motion carried.