

Santa Maria Cemetery District

Board Minutes

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

Meeting Date 4/10/17

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; Cole Lucas, Trustee; John Tunnell, Trustee; Bob Engel, Trustee

ABSENT: None

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

DISTRIBUTIONS: None

MINUTES OF PREVIOUS MEETING: The Board reviewed and approved the minutes of the March 13, 2017 regular meeting. Motion by Tunnell, second by Evans. Ayes: Diaz, Evans, Lucas, and Tunnell. Absent for vote: Engel. Motion carried.

PUBLIC COMMENT:

None

5. ITEMS FOR ACTION/OLD BUSINESS

(a) Mark Marshall of Golden State Risk Management Authority presented information regarding the District insurance policy.

(b) The Board discussed the ongoing Enos project.

(c) The Board reviewed and discussed the proposal from John Courtney of RJM Design Group and the other options for the Southlawn landscaping.

(d) The Board reviewed the Trustee Compliance Schedule.

6. ITEMS FOR ACTION NEW BUSINESS

(a) The Board reviewed and discussed the policy handbook. Mark Marshall of Golden State Risk Management will provide sample policies and best practices & procedures tailored to cemetery districts. Golden State Risk Management offers a rebate based on adoption and approval of the policies.

(b) The Board discussed creating email guidelines.

(c) The Board discussed Angel of Hope. Calvary Chapel is responsible for maintenance and repairs to the monument.

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

8. MANAGER'S REPORT:

BURIAL INFORMATION FOR March 2017

NUMBER OF CREMATIONS: 12 (4 Southlawn, 8 original side)

FULL BURIALS: 31 (15 original side, 16 Southlawn)

INFANT: 1 (1 Southlawn, 0 original side)

44 Total

Southlawn Statistics: Burials: 899

Pre need: 743

Available: 1973

The Manager reported that the gopher trappers are making progress, 459 since February 18. Humann Landscapers are moving along with aerating and weed whacking. They filled in around the headstone areas in 8A where Mr. Luke's graves are. They will continue to do so in other areas. There have been no more issues around Angel of Hope since the last report.

9. TRUSTEE REPORTS:

a) Chairperson Diaz- None

b) Co-Chair Evans- Discussed his visit to Arlington Cemetery.

c) Trustee Lucas- None

d) Trustee Tunnell- None

e) Trustee Engel- None

The meeting was adjourned at 10:50 A.M. Motion by Tunnell, second by Evans. Ayes: Tunnell, Evans, Diaz, Engel, and Lucas. Motion carried.

Next regular meeting will be Monday, May 8, 2017.