

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 12/14/20

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; Trustee; Bob Engel, Trustee; Mark Evans, Trustee

ABSENT: John Tunnell

OTHERS PRESENT: General Manager Nick Salvesen; Carrie Troup, C.P.A.

The Board reviewed and approved the minutes of the November 9th, 2020 meeting. Motion by Evans, second by Lucas. Ayes: Diaz, Engel, Lucas and Evans. Absent: Tunnell. Motion carried.

PUBLIC COMMENT: None

ITEMS FOR ACTION/OLD BUSINESS

- a) The Board discussed the Bethel Engineering's updated site plans. Guest Brandon Heavener (Bethel Engineering) presented updated maps. He will make changes as per the Board direction.
- b) General Manager Salvesen reported on and discussed financing options with Community Bank and Holman Capital.

ITEMS FOR ACTION/NEW BUSINESS

- a) The Board reviewed proposal from PWS for new shop.
- b) General Manager Salvesen reported on the Pine Grove Cemetery proposal for a new fence (Valley Fencing), and enhancements.

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

MANAGER'S REPORT:

- a) General Manager Salvesen presented a recap of the November burial information. 27 Services: 14 Casket, 12 Cremation, 1 Niche; 7 Pre-needs: 5 Casket (2 original); 1 Cremation. 1 Niche
- b) General Manager Salvesen discussed occupancy report.
- c) General Manager reported the annual audit is in process.
- d) General Manager discussed upcoming article about Santa Maria Cemetery in the CAPC newsletter.

TRUSTEE REPORTS:

- a) Chairman Diaz- None
- b) Co-Chair Lucas- None
- c) Trustee Evans- Reported on his discussion with Sandra Wheeler of Stifel regarding the cash needs of the district and the District investment.
- d) Trustee Tunnell- Absent
- e) Trustee Engel- Complimented the monthly lot numbers as put together by General Manager Salvesen and complimented his hard work.

The next regular Board meeting is scheduled for January 11, 2021.

The meeting was adjourned at 11:09 AM. Motion by Evans, second by Engel. Ayes: Diaz, Engel, Lucas and Evans. Absent: Tunnell. Motion carried.