

The North Kern Cemetery District Minutes of Regular Meeting held June 12, 2014

The North Kern Cemetery Board met at 4:15 PM at the regular meeting place, North Kern Cemetery District office at 627 Austin Street, Delano, California. The meeting was called to order by Chairman Rueben Pascual. Present were Hubert Rabanal, Rueben Pascual, Ruby Hill, Jose Hernandez, Johnny Munoz and Manager Jim Ludy. Absent: None.

Audience: Mark and Chris Albert.

Public Comment: None.

Transfer of Revenues collected during the month of May 2014, in the amount of \$33,552.40 to the County Treasurer for deposit. Hubert moved, Ruby seconded, motion passed.

Approve May 2014 Bill List: Manager was asked to clarify the Angel's Gardening Service invoice. Manager was asked if the year to date totals were in line with our budget. Hubert moved to pay the bills as presented, Ruby seconded, motion passed.

May 8, 2014 Board Minutes: The May board minutes were submitted for review and approval. Hubert moved to approve the minutes as submitted, Jose seconded, motion passed.

May 20 Special Meeting Minutes: The May 20 Special Meeting minutes were presented for approval. Hubert moved to approve the minutes as submitted, Ruby seconded, motion passed.

May 2014 Financial Report: Hubert asked why the total amount of all accounts was not on this report. Manager explained he reconfigured the report format to reflect the added Wells Fargo Advisors reports and accidentally left off the total accounts line. Manager will correct for next month. Hubert moved to approve the report as presented, Johnny seconded, motion passed.

Albert and Associates Audits: Chris and Mark Albert presented the 2012 and 2013 District Audits for review and approval, Johnny motioned to approve the audits as presented and to retain Albert and Associates to provide office accounting training, Ruby seconded, motion passed.

Niche Plaque Engraving: Manager presented options and prices for consideration. Manager was given direction. No action taken.

Emergency Contacts: Trustees, District Manager, Secretary, Head Groundsman Contact information will be distributed to all for safety purposes. No action taken.

Memorial Day 2014 Review: A review of our Memorial Day Program and ideas for improvements for coming years. No action taken.

Annual Planning Meeting: June 17, 2014 at 10:00: No action taken.

Manager/Trustee's Reports: Manager reported 21 internments for May. . Jose reported on our Memorial Day Program, Hubert reported on the quality of our program and possibly inviting the public to submit ideas for future programs. Also Hubert suggested that future programs for events should be posted on our website. Johnny suggested the District purchase a good camera to help record and advertize events. Ruby reported on the need for the Manager to have a credit card to facilitate making reservations for conferences.

Discussion Item: No action can be taken:

- A. Investment Policy Review: Our attorney has made recommendations for the adoption of an updated policy. To be added to July's agenda.
- B. Entrance and Gate Design: C and H Fence has offered to give us some design ideas for 2 gates and the west-side entrance that will address function and curb appeal. To be added to July's agenda.

Closed Session: M.O.U. Johnny moved to go into closed session, Ruby seconded, motion passed.5:41pm.

Open Session: Johnny moved to go into open session, Ruby seconded, motion passed 5:56 pm.

Manager was given direction.

Adjournment: Johnny moved, Ruby seconded, motion passed 5:57 pm.

Minutes recorded by Jim Ludy, Manager N.K.C.D.