

The North Kern Cemetery District Minutes of Regular Meeting held May 8, 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: None

Public Comment: None.

Transfer of Revenues collected during the month of April 2014, in the amount of \$39,636.76 to the County Treasurer for deposit. Hubert moved, Jose seconded, motion passed.

Approve April 2014 Bill List: Manager was asked to clarify the C & H Fence and Continental Labor Service invoices. Manager was asked to add a YTD total on the bill list. Jose moved to pay the bills as presented, Johnny seconded, motion passed.

April 10, 2014 Board Minutes: The April board minutes were submitted for review and approval. Hubert moved to approve the minutes as submitted, Jose seconded, motion passed.

April 2014 Financial Report: Manager explained there were three payrolls in April due to our bi-weekly pay periods. Manager clarified that the transfer of funds from the county to Wells Fargo Advisors will be reflected on next months report. Hubert moved to approve the report as presented, Jose seconded, motion passed.

Lawnmower bids: Manager presented three bids for consideration. Hubert moved that we stay with the bid approval from last month (Grasshopper 930D) pending the warranted modification and a successful demonstration, Johnny seconded, motion passed.

Niche Plaque Engraving: Manager presented options and prices for consideration. Manager was directed to see if local brass options are available and to report back to the Board. No action taken.

Wells Fargo Advisors Accounts: Manager reported on Endowment Fund and Endowment Earnings Fund wire transfer and Pre-Need Fund and General Fund Checks to be deposited with Wells Fargo Advisors. Direction given, no action taken.

Memorial Day 2014: Manager presented program. No action taken.

Manager/Trustee's Reports: Manager reported 23 internments for April. Manager also reported District audit will be ready for our next meeting and a policy manual will be handed out also. Jose reported on the improved condition of the older areas of the cemetery. Hubert reported on security lighting and office phone etiquette. Rueben reported on our web-site maintenance and the planning meeting scheduled for Tuesday June 17 at 10:00am and a special meeting scheduled for Tuesday May 20 at 10:00am to discuss the M.O.U.

Discussion Item: No action can be taken:

- A. Annual Planning Meeting: June 17 at 10:00am.
- B. Emergency Contacts: To be added to our June agenda.

Closed Session: M.O.U. Hubert moved to go into closed session, Ruby seconded, motion passed.5:44

Open Session: Johnny moved to go into open session, Jose seconded, motion passed 6:03

Manager was given direction.

Adjournment: Johnny moved, Hubert seconded, motion passed 6:05 pm.

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