

The North Kern Cemetery District Minutes of Special Meeting held November 26, 2014

The North Kern Cemetery Board met at 4:23 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 Pasqual. Present were Hubert Rabanal, Rueben Pascual, Jose Hernandez and Manager Jim Ludy. Johnny Munoz arrived at 4:35 and Ruben Hill at 5:37.

Audience: None

Payroll Quote: Manager presented at quote from Hocking, Denton and Palmquist accounting to do a bi-monthly payroll with all quarterly reports and W2 forms. Manager was given direction.

Laundry Service: Manager presented samples of new uniform shirts for the Board's review. After discussion, Johnny moved to allow a patterned shirt and denim pants to be reviewed in 6 months to allow for input from our customers, Jose seconded, motion passed.

Audit Report 2013 – 2014: Manager presented documents from our auditor showing unexplained discrepancies in the District's deposits to our bank account. A report has been filed with the Delano Police Department who will investigate. Johnny moved to A. change the lock on the office door. B. Make daily deposits. C. Install a modern security system. D. Place a safe within the vault with dual access. E. Change the combination on our vault. Jose seconded, motion passed.

Adjournment: Johnny moved, Ruby seconded, motion passed. 5:43 PM.

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