

The North Kern Cemetery District Minutes of Regular Meeting held March 12, 2015

The North Kern Cemetery Board met at 10.01 AM 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, Ruby Hill, Jose Hernandez, Rueben Pascual and Manager Jim Ludy. Absent: Johnny Munoz.

Audience: None.

Public Comment: None.

Transfer of Revenues collected during the month of February 2015, in the amount of \$36,179.71 to the County Treasurer for deposit. Jose moved, Ruby seconded, motion passed.

Approve February 2015 Bill List: After review of the bill list, Jose moved to add a percentage column to the bill list and list all payments during the month, Hubert seconded, motion passed. Jose moved to pay the bills as presented, Ruby seconded, motion passed.

February 12, 2015 Board Minutes: The February 12, 2015 Board minutes were submitted for review and approval. Hubert moved to approve the minutes as submitted, Jose seconded, motion passed.

February 2015 Financial Report: Manager reviewed the February 2015 report. Use of Funds will indicate interest earned in future financial reports. Jose moved to approve the report as presented, Ruby seconded, motion passed.

Office Security Cameras: Manager demonstrated our new security camera system. Upon review, the Board gave the Manager direction to fix two possible problems. Correction: Placement of cameras and the field of view of our outside camera.

KCAPC Meeting – Feb.24, 2015: Recap. Jose and Hubert reported on the meeting that was attended by three of our employees. No action taken.

District Board Tablets: In an effort to have a security aware Board, Hubert moved to purchase a tablet and usage plan to monitor security cameras. Correction: after a test period, all board members could request a tablet, Jose seconded, motion passed.

District Investments: Local Options. Manager presented information from local banks regarding returns on investments. Manager was given direction. No action taken.

Form 700 Disclosure: Forms were given to the Board to review.

Memorial Day 2015: Manager discussed plans for this Memorial Day Event.

Personnel:

- A. Closed Session:** Ruby moved to enter closed session, Hubert seconded, motion passed. 11:37 AM.
- B. Open Session:** Ruby moved to enter open session, Jose seconded, motion passed. 11:55 AM.

Manager/Trustee's Reports: Manager reported 23 internments for February 2015. Manager reports the need to order new trees and the prospect of another dry winter and possible water problems. Hubert would like to be updated on employee's vacation and sick time. He also reported on the need to find a part time employee that could be available to cover for office staff when needed, the need to investigate nearby land for expansion, proper phone etiquette and a dedication for our new columbarium. Jose reported on charges to the District's bank account he noticed through on-line banking and how they add up over the year and the need to readdress our flower policy in the future.

Discussion Item: No action can be taken:

- A.** Cemetery West Entrance: Manager presented some ideas to modernize the cinder block wall that is adjacent to our new entrance gates. After discussion and the Board's input, Manager will bring back options and quotes to our next meeting.
- B.**

Adjournment: Johnny moved, Jose seconded, motion passed 12:02 PM.

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