

## **The North Kern Cemetery District Minutes of Regular Meeting held June 11, 2015**

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, Ruby Hill, Jose Hernandez, Rueben Pascual, Johnny Munoz and Manager Jim Ludy. Absent: None.

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**Audience:** None.

**Public Comment:** None.

**Conference with Legal Counsel – Existing Litigation:**

**A. Closed Session:** Ruby moved, Hubert seconded, motion passed. 4:16 PM. Trustee Munoz chose to recluse himself due to a possible conflict of interest.

**B. Open Session:** Jose moved, Ruby seconded, motion passed. 4:47 PM.  
No action taken.

**Transfer of Revenues** collected during the month of May 2015, in the amount of \$38,716.94 to the County Treasurer for deposit. Hubert moved, Jose seconded, motion passed.

**Approve May 2015 Bill List:** Manager explained the Tel-Tec Security, Continental Labor Service and All Tree Service invoices. New ideas for tracking year to date totals on future bill lists were discussed. After review of the bill list, Jose moved to pay the invoices as presented, Hubert seconded, motion passed.

**May 14, 2015 Board Minutes:** The May 14, 2015 Board minutes were submitted for review and approval. Johnny moved to approve the minutes with one correction, Jose seconded, motion passed.

**June 3, 2015 Special Board Meeting Minutes:** Johnny moved to approve the June 3, 2015 special meeting minutes with one addition, conflict of interest to be added as the reason for his recluse from closed session, Ruby seconded, motion passed.

**May 2015 Financial Report:** Manager reviewed the May 2015 report. Hubert moved to approve the report as presented, Jose seconded, motion passed.

**June 3, 2015 Planning Meeting Prioritization:** After discussion, five items were tagged as priorities for the 2015-2016 fiscal year.

- A. Develop a master plan for future expansion of the cemetery grounds.
- B. Addition to our Veteran's Monument.

- C. Software upgrade for burial records.
- D. New East side entrance gates.
- E. Columbarium Security light and Gazebo design plans and dedication ceremony.

Several other items were designated to be completed under the Manager's direction. Hubert moved to adopt the five items as our priority list of project, Jose seconded. motion passed.

**Memorial Day 2015 Review:** Discussion about this year's program and ideas on how to improve in future years. No action taken.

**Manager/Trustee's Reports:** Manager reported 23 internments for May 2015. Manager updated the Board on the District's wells and watering schedule. Hubert reported on the possibility of having Board Packets emailed instead of hand delivering them in an effort to save time and money.

**Discussion Item: No action can be taken:**

- A.

**Adjournment:** Ruby moved, Jose seconded, motion passed 6:10. PM.

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