

The North Kern Cemetery District Minutes of Regular Meeting held August 13, 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, Pearl Rivera and Manager Jim Ludy. Absent: None.

Audience: None.

Public Comment: None.

Transfer of Revenues collected during the month of July 2015, in the amount of \$27,512.82 to the County Treasurer for deposit. Hubert moved to approve the transfer, Ruby seconded, motion passed.

Approve July 2015 Bill List: Manager explained the City of Delano and Wholesale Fuels invoices. After review of the bill list, Ruby moved to pay the invoices as presented, Jose seconded, motion passed.

July 9, 2015 Board Minutes: The July 9, 2015 Board minutes were submitted for review and approval. Jose moved to approve the minutes as presented, Ruby seconded, motion passed.

July 2015 Financial Report: Manager reviewed the July 2015 report. Hubert moved to approve the report as presented, Ruby seconded, motion passed.

Morgan Stanley Investment Report: Matthew Petersen presented a review of our Endowment Fund account. New forms were signed to update our account information. Matthew will supply the Board with new account documents creating an Endowment Interest account before our September meeting.

Board Realignment: Per District bylaws the Board elects new officers every other year in August. After discussion about current projects and issues still unresolved, Jose moved to re-elect our current Board structure for another two year term, Ruby seconded, motion passed. Rueben Pascual Chairman, Ruben Hill Vice Chair, Jose Hernandez Treasurer, Hubert Rabanal Clerk of the Board.

2015-2016 Budget: Manager presented the District budget for discussion and review. Rueben asked that several projects be funded separately with more detail in the budget. Manager will make changes for next month, item was tabled.

CAPC Education Seminar: Manager explained the seminar to Trustees. No action taken.

Smoking Policy: Hubert moved that our smoking policy be changed to no smoking allowed on the Cemeteries grounds for visitors and employees. After discussion, Jose seconded, motion passed 4 aye and 1 nay (Ruby) Manager will post signs.

Investment Resolution: UnionBanc: Manager presented a Resolution Document to allow UnionBanc to open an account for the District. Jose moved to approve the Resolution, Ruby seconded motion passed.

Manager/Trustee's Reports: Manager reported 20 internments for July 2015. Manager welcomed our new Trustee Pearl to the Board and updated our current water situation. Hubert reported on the North Kern State Honor Guard being acknowledged in the Prison Newsletter and thanked the Board for declaring the cemetery a smoke free zone. Pearl reported on her desire to work on the Board and learn about the District.

Discussion Item: No action can be taken:

- A. RJM Design Group: Manager will set up meeting to devise a master plan for expansion.
- B. Pontem Cemetery Software: Manager participated in a webinar to learn more about Pontem.
- C. September and October Board Meetings: September meeting will be moved to Tuesday the 15th and October meeting will be moved to Tuesday the 20th due to scheduling conflicts.

Adjournment: Jose moved, Ruby seconded, motion passed 6:05. PM.

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