

## **The North Kern Cemetery District Minutes of Regular Meeting held February 11, 2016**

The North Kern Cemetery Board met at 4:16 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, Jose Hernandez, Rueben Pascual, Pearl Rivera, Ruben Hill and Manager Jim Ludy.

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**Audience:** Dave Hepburn, Doug Heal

**Public Comment:** None

**Transfer of Revenues** collected during the month of January 2016, in the amount of \$64,255.73 to the County Treasurer for deposit. Jose moved to approve the transfer, Ruby seconded, motion passed.

**Approve January 2016 Bill List:** Manager explained the Productivity Plus Account (Birchtold Equipment) invoice. After review of the bill list, Jose moved to pay the invoices as presented, Pearl seconded, motion passed.

**January 28, 2016 Board Minutes:** The January 28, 2016 Board minutes were presented for review and approval. Ruby moved that we approve the minutes as presented, Jose seconded, motion passed.

**January 2016 Financial Report:** Manager reported on a refund and a purchase of many pre-need lots. Jose moved to approve the report with one typo correction, Ruby seconded, motion passed.

**States West Consulting Services:** Dave Hepburn presented his quote and presentation to the Board to produce a master plan for cemetery expansion. After discussion and input from the Board, no action was taken.

**Investment Options: Citizen's Trust:** Hubert moved to place this item next in line, Pearl seconded, motion passed. Doug Heal addressed the Board on his recommendations for investing our pre-need account monies. After much discussion, he asked to be placed on our next regular board meeting agenda and he will bring account opening information for possible signatures. No action taken.

**Upright Monument Section:** Manager reported on our recent field trip to study Districts that successfully have upright monument sections. Manager was given direction to have more information at our next meeting. No action taken.

**Veteran's Memorial Addition:** Visalia Granite will demolish and replace the flatwork around our monument and place the footings for our four new tablets in March. The surface should be cured and ready to install the heavy tablets after our Memorial Day Program. Information Only.

**Manager Evaluation Form Return:** The Board was reminded to turn in their forms to the Chair before a special meeting called for Thursday, February 18, 2016 at 10:00 am.

**CemSites Web Based Record Keeping:** Manager reported on progress being made by three Districts in our area. Information Only.

**Manager/Trustee's Reports:** Manager reported 28 internments for January 2016 and our recent field trip to Lemoore and Visalia. Hubert reported he was sorry to miss the field trip and the progress of our attorney looking into a proposed pre-need payment program. Pearl reported on cremation and pre-need prices and pictures or sketches for our lobby and conference room to be added to our next agenda. Jose reported the need to fix our office sidewalk.

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

- A. CAPC Annual Conference:
- B. Tree Pruning Service:
- C. Road Maintenance Option: Manager will report back next meeting.

**Adjournment:** Ruby moved, Jose seconded, motion passed 6:55. PM.

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