

The North Kern Cemetery District Minutes of Regular Meeting held January 14, 2016

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, Jose Hernandez, Rueben Pascual, Pearl Rivera, Ruben Hill and Manager Jim Ludy.

Audience: Andrew Mendoza

Public Comment: None

Transfer of Revenues collected during the month of December 2015, in the amount of \$35,245.78 to the County Treasurer for deposit. Jose moved to approve the transfer, Ruby seconded, motion passed.

Approve December 2015 Bill List: Manager explained the Kern County Waste Management and Steve Yue Web Design invoices. After review of the bill list, Jose moved to pay the invoices as presented, Hubert seconded, motion passed.

December 28, 2015 Board Minutes: The December 28, 2015 Board minutes were presented for review and approval. Ruby moved that we approve the minutes as presented, Hubert seconded, motion passed.

December 2015 Financial Report: Manager reviewed the December 2015 report. Hubert moved to have the Manager bring in some local investment bankers to make presentations to the Board on our investments and to approve the report as submitted, Pearl seconded, motion passed.

Pre-Need Contracts: Andrew Mendoza. Mr. Mendoza explained the pre-need insurance program in effect at Parkview Mortuary and the benefits to the customers and community if such a program could include the cemetery plot as well as the funeral expenses. After discussion, Hubert moved to direct the Manager to contact our attorney with information presented to the Board for advice on possible ways to proceed, Jose seconded, motion passed.

Lions Club Authorization Letter: The updated letter from our last meeting was presented to the Board for inspection and signatures. No action taken.

Pomfret Cemetery Fence: This item was tabled for more information from our last meeting. Manager will seek the deed for Pomfret from the County. Tabled.

CAPC Annual Conference: Discussion of the upcoming conference. Information only.

RJM Design Group Proposal: After much discussion, Manager was given direction to seek additional proposals. Tabled.

CemSites Software: Tabled.

Manager/Trustee's Reports: Manager reported 23 internments for December 2015 bringing our total to 278 for 2015. Manager reports he will have the fiscal year Budget update at our next meeting. Manager reported on minimum wage developments. Hubert reported on the need to ride off our old replaced furniture and a receipt to turn in for reimbursement. Pearl reported on pictures for our lobby and conference room. Jose reported the annual Manager's Evaluation being overdue. Ruby reported on damage to our parking lot sidewalk due to a tree.

Discussion Item: No action can be taken:

- A. Budget Update: To be added to the next agenda.
- B. Pomfret Cemetery Deed: Manager will report next meeting.

Adjournment: Jose moved, Ruby seconded, motion passed 4:55. PM.

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