

The North Kern Cemetery District Minutes of Regular Meeting held January 28, 2016

The North Kern Cemetery Board met at 3:15 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 Rueben Pascual, Pearl Rivera, Ruben Hill, Hubert Rabanal, Jose J. Hernandez and Manager Jim Ludy. Absent none.

Audience: Dave Hepburn

Public Comment: Dave Hepburn introduced himself and his consulting company to the Board. He presented a handout outlining his ideas for the Boards information.

January 14, 2016 Board Minutes: The January 14, 2016 Board minutes were submitted for review and approval. Jose moved to approve the minutes as presented, Ruby seconded, motion passed.

Investment Options: Citizen Business Bank: Rick Brauer and Doug Heal introduced their selves and listened to the Board's investment needs. They discussed possible investments and will put together a program for the Boards inspection. No action taken,

Pre-Need Program: Manager sent all details of a possible partnership between one of our local mortuaries and the District to provide an insured pre-need program to our customers for burial lots. Manager also included his concerns with the proposed program for council to consider. Council recommends a conference call with all involved parties to resolve some of her concerns over ownership of the lots. Manager was given direction. No action taken.

2015-2016 Mid Year Update: Manager presented the mid year budget update for review. Information only.

Herbicide Program: Manager discussed this year's planned herbicide program. Manager presented price quotes and recommendations for review. Information only.

Manager Evaluation Forms: Forms were presented to the Board to be filled out and returned to the Chairman at our next meeting on February 11, 2016. No action taken.

Manager/Trustee's Reports: Manager reported on the upcoming CAPC Annual Conference. Rooms have been reserved and registration fees have been paid. Pearl reported on pictures for our lobby. She will bring an example to our next meeting of a pencil portrait for consideration. Jose reported on the Deed to the Pomfret Memorial Cemetery and possible ways to determine the property lines. Jose requested that we plan a special meeting to tour several districts that allow upright monuments in order to decide

if our District should pursue an upright designated area. Friday February 5, 2016 at 8:00 was chosen for our special meeting trip.

Discussion Item: No action can be taken:

- A. Veteran's Memorial Project: Manager discussed the timing of our upcoming demolition and addition to our monument in order to not conflict with our annual Memorial Day Program.
- B. CemSites Software: Manager reports our attorney recommends delaying a decision on upgrading our record keeping software until she works out a few issues she has found in the proposed contract. Manager will follow up with other districts on costs and annual license fees.
- C. Manager has three Kawasaki mules that have been replaced over the years that need to be sold by sealed bid. Manager was given direction.

Adjournment: Jose moved, Hubert seconded, motion passed 5:08 PM.

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