

**ELSINORE VALLEY CEMETERY DISTRICT
18170 COLLIER AVENUE
LAKE ELSINORE, CA 92530
February 8, 2018 Regular Board Meeting
MINUTES**

- I. CALL TO ORDER** – Meeting called to order by Chairman Buckley at 10:03 a.m.
- II. PLEDGE OF ALLEGIANCE** – Pledge of Allegiance was led by Karen Snyder
- III. ROLL CALL** – Administrative Assistant, Michael Blake

PRESENT: Thomas Buckley, Chairman
Karen Snyder, Vice Chair
Janice Jackson, Trustee
Tim Underdown, Trustee
Jeff Kuether, District Manager/Board Treasurer
Michael Blake, Administrative Assistant/Board Secretary
John Cavanaugh, Cavanaugh Law
Stephanie Garcia, Cavanaugh Law

ABSENT: Rose Tompkins, Trustee

- IV. PUBLIC COMMENTS** – No public was in attendance
- V. CONFIRMATION OF AGENDA**

Vice Chair Snyder motioned to accept the agenda as presented. Trustee Underdown seconded the motion which carried unanimously (4-0).

Chairman Buckley- Yes
Vice Chair Snyder- Yes
Trustee Jackson-Yes
Trustee Tompkins- Absent
Trustee Underdown-Yes

VI. CONSENT CALENDAR

- A. Ratify Expenditures January 11, 2018 – February 1, 2018
Approve Expenditures February 2, 2018 – February 8, 2018
- B. Approval of the Minutes of the Regular Board Meeting January 11, 2018

Signed: _____ Date: _____

C. Manager's Report

- a. Monthly Report
- b. Balance Sheet
- c. Petty Cash
- d. Repurchase plot C-37-6

D. Operations Report

Vice Chair Snyder motioned to approve the Consent Calendar. Trustee Underdown seconded the motion which carried unanimously (4-0).

Chairman Buckley- Yes
Vice Chair Snyder- Yes
Trustee Jackson-Yes
Trustee Tompkins- Absent
Trustee Underdown-Yes

VII. ACTION ITEMS

A. District Manager Contract

Vice Chair Snyder motioned to approve the District Manager's contract. Trustee Jackson seconded the motion which carried unanimously (4-0).

Chairman Buckley- Yes
Vice Chair Snyder- Yes
Trustee Jackson-Yes
Trustee Tompkins- Absent
Trustee Underdown-Yes

B. Cell Tower

Vice Chair Snyder motioned to approve the new terms for the cell tower agreement pending counsel approval. Trustee Jackson seconded the motion which carried unanimously (4-0).

Chairman Buckley- Yes
Vice Chair Snyder- Yes
Trustee Jackson-Yes
Trustee Tompkins- Absent
Trustee Underdown-Yes

C. Mr. Melek Letter

Vice Chair Snyder motioned to not approve the use of grave sites for any kind of monument, but to approve the use of the center roundabout in the Jewish section for an overall dedication to holocaust victims. Staff was directed to work with Mr. Melek on designing a dedication that may include an olive tree, memorial to the victims, and a plaque inscribed something to the effect of "In honor of" or "Donated in Honor of". Trustee Jackson seconded the motion which carried unanimously (4-0).

Chairman Buckley- Yes
Vice Chair Snyder- Yes
Trustee Jackson-Yes
Trustee Tompkins- Absent
Trustee Underdown-Yes

D. Lake Elsinore Chamber Installation Dinner

Vice Chair Snyder motioned to approve the purchase of up to four tickets for the installation dinner. Trustee Jackson seconded the motion which carried unanimously (4-0).

Chairman Buckley- Yes
Vice Chair Snyder- Yes
Trustee Jackson-Yes
Trustee Tompkins- Absent
Trustee Underdown-Yes

E. District Cell Phone

Trustee Jackson motioned to not approve the purchase of a district cell phone. Vice Chair Snyder seconded the motion which carried unanimously (4-0).

Chairman Buckley- Yes
Vice Chair Snyder- Yes
Trustee Jackson-Yes
Trustee Tompkins- Absent
Trustee Underdown-Yes

F. Sub-Committee Updates

Mr. Kuether stated that he spoke to several people visiting the niche wall and about half of them were not in favor of moving the wall.

VIII. CLOSED SESSION – No closed session

Signed: _____ Date: _____

IX. STAFF COMMENTS – No staff comments

X. BOARD COMMENTS – No board comments

XI. ADJOURNMENT – Next Regular Board Meeting for the Board of Trustees is scheduled for Thursday, March 8th, 2018 at 10:00 A.M.

Vice Chair Snyder motioned to adjourn the meeting at 10:30 a.m. Trustee Underdown seconded the motion.

Signed: _____ Date: _____