



ELSINORE VALLEY CEMETERY DISTRICT  
18170 COLLIER AVENUE ■ LAKE ELSINORE, CA 92530

Karen Snyder, Chair  
Rose Tompkins, Vice Chair  
Thomas Buckley, Trustee  
Janice Jackson, Trustee  
Tim Underdown, Trustee

## MINUTES

**TYPE OF MEETING:** Regular  Special

**DATE:** April 19, 2019

**TIME:** 11:00 a.m.

PLEASE SILENCE ALL PAGERS, CELL PHONES, AND ELECTRONIC EQUIPMENT  
In compliance with the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the District Secretary at (951) 674-2418. Notification 48 hours prior to the meeting will generally enable district staff to make reasonable arrangements to ensure accessibility (28 CFR 35.102.35 104 ADA Title II).  
All supporting documentation for this meeting is located at the District Office.  
Agenda and Meeting Minutes are online at [elsinorevalleycemetery.com](http://elsinorevalleycemetery.com)

- I. CALL TO ORDER BY Chair Snyder at 10:58 a.m.**
- II. PLEDGE OF ALLEGIANCE BY Trustee Buckley**
- III. ROLL CALL BY Interim District Manager Enochs - all present**
- IV. PUBLIC COMMENTS – 3 minute maximum time per person**

Any person may address the Board of Trustees during this time on any subject not on this agenda or identified on this Agenda under the Consent Section but within the jurisdiction of the District; however, any matter that requires action will be referred to staff for report and action at a subsequent meeting.

Number of attendants wishing to speak NONE in attendance

**V. CONFIRMATION OF AGENDA**

During this part of the meeting, the Board of Trustees may announce any items being pulled from the Agenda or continued to another date. Items not appearing on the Agenda may be added to the Agenda as "Urgency items" provided two-thirds of the Trustees present determine there is a need to take immediate action on the item and the need to take immediate action came to the attention of the Board of Trustees after the posting of the Agenda.

Motion by Trustee Underdown

Seconded Trustee Jackson

Roll Call Vote: Yes X 5-0

- Chairperson Snyder- Yes
- Vice Chair Tompkins- Yes
- Trustee Buckley-Yes
- Trustee Jackson- Yes
- Trustee Underdown- Yes

\_\_\_\_\_ signed \_\_\_\_\_ date

## **VI. CONSENT CALENDAR**

All matters listed on the Consent Calendar are considered to be routine in nature and will be enacted by the one motion and a unanimous vote of the Board of Trustees. There will be no separate discussion or action of three items unless a Trustee or member of the public requests that a specific item be removed from the Consent Calendar previously.

### **A. Approval of the expenditures**

Motion by Trustee Underdown

Seconded Trustee Jackson

Roll Call Vote: Yes X 5-0

Chairperson Snyder- Yes

Vice Chair Tompkins- Yes

Trustee Buckley-Yes

Trustee Jackson- Yes

Trustee Underdown- Yes

### **A. X. CLOSED SESSION for Item Public Employee Discipline/Dismissal/Release – Government Code Section 54957**

Closed session started at 11:00 a.m.

Open Session at 12:26 p.m.

## **XI. Attorney Cavanaugh made a motion to add to the agenda an 'exception needs item of Kuether claim' in closed session.**

Trustee Buckley made motion to approve the addition to the agenda

Trustee Jackson seconded the motion

Roll Call Vote: 5 - 0

Chairperson Snyder- Yes

Vice Chair Tompkins- Yes

Trustee Buckley-Yes

Trustee Jackson- Yes

Trustee Underdown- Yes

Closed session at 12:31 p.m.

Open session at 12:58 p.m.

## **XII. STAFF COMMENTS**

Job Description approved by Board on April 11, 2019 was placed on District Website with the application. All other discussed online classifieds have been posted. Discussion on costs and ads placed. No applications received as of yet with deadline on April 26th. Chairperson Snyder updated the employment application per Trustee Underdown's recommendation.

Stucco bids on the office building were discussed. To be placed on May Regular Board Meeting Agenda.

**XIII. BOARD COMMENTS**

**Chairperson Snyder** - Thank you everyone for coming and being on time.

**Vice Chair Tompkins** - None

**Trustee Jackson** - None

**Trustee Buckley** - None

**Trustee Underdown** - None

**XIII. ADJOURNMENT**

Next Regular Board Meeting for the Board of Trustees is scheduled for May 09, 2019, at 10:00 a.m.

(Interviews on May 6, 2019 SBM at 1:00 p.m.)

Motion by Trustee Jackson

Seconded by Trustee Underdown

Chairperson Snyder- Yes

Vice Chair Tompkins- Yes

Trustee Buckley-Yes

Trustee Jackson- Yes

Trustee Underdown- Yes

5 - 0

Meeting adjourned at: 1:03 p.m.