

**ELSINORE VALLEY CEMETERY DISTRICT  
18170 COLLIER AVENUE  
LAKE ELSINORE, CA 92530  
May 23, 2017 Special Board Meeting  
MINUTES**

**I. CALL TO ORDER**— Meeting called to order by Chairman Buckley at 10:00 a.m.

**II. PLEDGE OF ALLEGIANCE**— Pledge of Allegiance was led by Ms. Enochs.

**III. ROLL CALL**- Manager Ms. Enochs

PRESENT: Thomas Buckley, Chair  
Karen Snyder, Vice Chair  
Janice Jackson, Trustee  
Rose Tompkins, Trustee  
Tim Underdown, Trustee  
Denice Enochs, District Manager/Board Treasurer  
Michael Blake, Administrative Assistant/Board Secretary

**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 (5-0).

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

**VI. CONSENT CALENDAR**

A. Approve Expenditures May 11-23, 2017

Trustee Underdown motioned to accept the Consent Calendar. Vice Chair Snyder seconded the motion which carried unanimously (5-0).

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

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

## **VII. ACTION ITEMS**

### **A. Manager's Succession**

Vice Chair Snyder provided a Manager's job announcement. After Board discussion Vice Chair Snyder motioned for Trustee Tompkins to make the final changes so the ad goes out by the end of May. Office staff will send the ad to CSDA, CAPC, Press Enterprise, government jobs.com and Friday Flyer. Trustee Tompkins seconded the motion which carried 4-0.

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

### **B. Addition of Dis-internment to Rules and Regulations**

Vice Chair Snyder motioned to accept the new Dis-interment Policy with the recommended changes. Trustee Jackson seconded the motion which carried unanimously (5-0).

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

## **VIII. CLOSED SESSION- No closed session**

## **IX. STAFF COMMENTS**

Ms. Enochs informed the Board of the latest flower dispute.  
Ms. Enochs provided AB1825 completion certificates.  
Ms. Enochs informed the Board Nolberto Flores was approaching his 20<sup>th</sup> year at EVCD.

## **X. BOARD COMMENTS**

Chairman Buckley asked Michael Williams be contacted regarding Memorial Day.  
Chairman Buckley said he had spoken with Kim Cousins and he thought there would be a large turnout at the Memorial Day Ceremony.  
Trustee Underdown would like a retirement party for Ms. Enochs

## **XI. ADJOURNMENT** – Next Regular Board Meeting for the Board of Trustees is scheduled for Thursday, June 8<sup>th</sup> at 10:00 A.M. Chairman Buckley motioned to adjourn the meeting at 10:47 in the memory of Mary Jones. Trustee Jackson seconded the motion.