



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

Karen Snyder, Chair
Rose Tompkins, Vice Chair
Janice Jackson, Trustee
Jeanie Corral, Trustee
Charles Bryant, Trustee

MINUTES

REGULAR MEETING OF THE ELSINORE VALLEY CEMETERY DISTRICT BOARD OF TRUSTEES

Thursday, October 10, 2019
Open Session – 9:00 a.m.

CALL TO ORDER

Chair Karen Snyder called the meeting to order at 9:00 a.m.

PLEDGE OF ALLEGIANCE

Vice Chair Tompkins led the Pledge of Allegiance.

BOARD OF TRUSTEES ROLL CALL

Present: Trustee Charles Bryant, Trustee Jeanie Corral, Trustee Janice Jackson, Trustee
Vice Chair Tompkins, Chair Snyder

CLOSED SESSION

The Board of Trustees entered Closed Session at 9:01 a.m.

The Board of Trustees returned from Closed Session at 9:06 a.m.

OPEN SESSION

Chair Snyder called the meeting to order at 9:07 a.m.

REPORT FROM CLOSED SESSION

Nothing to report.

PUBLIC COMMENTS

There were no members of the public in attendance.

CONFIRMATION OF AGENDA

Motion and second by Trustees Corral/Bryant to confirm Agenda.

Motion carried 5-0.

Signed:  Date: 11/14/2019

CONSENT CALENDAR

Motion and second by Trustees Bryant/Corral to approve consent calendar.

Motion carried 5-0.

NEW BUSINESS

AGENDA ITEM 5 – HEALTH PLANS

Motion and second by Trustees Jackson/Bryant to review cost savings through Kaiser for minimal change in 2020 with mid-year review for 2021. New limitation will be for staff plus immediate family only (spouse and children up to age 26).

Motion carried 5-0.

AGENDA ITEM 6 – CAPC NOMINATION

Motion and second by Trustees Bryant/Jackson to approve District Manager’s nomination to California Association of Public Cemeteries Board of Directors.

Motion carried 5-0.

AGENDA ITEM 7 – ATTENDANCE AT CSDA CONFERENCE

Motion and second by Trustees Bryant/Jackson to approve District Manager’s attendance at CSDA training for District Managers.

Motion carried 5-0.

AGENDA ITEM 8 – NICHE BUILDOUT


Motion and second by Trustees Bryant/Jackson to send out request for proposal to complete planned niche buildout to include completion of remaining three proposed walls.

Motion carried 5-0.

AGENDA ITEM 9 – AUDITOR

Motion and second by Trustees Bryant/Corral to extend Request for Proposal to additional auditors.

Motion carried 5-0.

Signed:  Date: 11/14/2019

AGENDA ITEM 10 – TREE TRIMMING

Motion and second by Trustees Bryant/Corral to approve expenditure of up to \$4,000 for trimming of trees around shop enclosure.

Motion carried 5-0.

AGENDA ITEM 11 – LEGAL SERVICES

Motion and second by Trustees Bryant/Corral to table this for November discussion.

Motion carried 5-0.

AGENDA ITEMS 12 – 19 (OLD BUSINESS REPORTS)

All reports given by District Manager were received and filed.

FUTURE AGENDA ITEMS


Policy handbook workshop (November/December 2019)
Sixth-month employee performance evaluation (November 2019)
Review Potential Auditors (November 2019)
Review fee schedule (TBD)
Final decision on health insurance options (November 2019)
Evaluation of Cavanaugh Law Renewal (November 2019)
Change meeting time (November 2019)
Possible Stipend raise (December 2019)

STAFF COMMENTS

Brief update from District Manager Warren.

BOARD COMMENTS

Trustee Bryant – Asked about flags for vets
Trustee Corral – Asked about civil war vets at EVCD; mentioned stoplight at Riverside/Collier
Trustee Jackson – No comments other than regarding missing or complete emails
Vice Chair Tompkins – Asked about maintaining a “tickler” file; asked about rebar around faucets; asked for a procedure book to be created; mentioned ADA curbing that needs to be replaced
Chair Snyder – Asked that we include number and type of burials for month; thank Karen Bevans for her good work; commented that previous visitors have been marginalized in the past but no longer;

Signed:  Date: 11/14/2019

ADJOURNMENT

Motion and second by Trustees Jackson/Corral to adjourn.

Chair Snyder adjourned the meeting at 10:55 a.m.

Respectfully Submitted,


Vicki Warren, District Manager

Signed: W Date: 11/14/2019