



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, November 14, 2019
Open Session – 10:00 a.m.**

CALL TO ORDER

Chair Karen Snyder called the meeting to order at 10:02 a.m.

PLEDGE OF ALLEGIANCE

Trustee Marilyn Jackson led the Pledge of Allegiance.

BOARD OF TRUSTEES ROLL CALL

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

CLOSED SESSION

The Board of Trustees entered Closed Session at 10:01 a.m.

The Board of Trustees returned from Closed Session at 11:05 a.m.

OPEN SESSION

Chair Snyder called the meeting to order at 11:06 a.m.

REPORT FROM CLOSED SESSION

Chair Snyder reported that during the closed session the Board came up with a list of tasks that need to be focused on by the District Manager.

Chair Snyder also reported that the District Manager's performance review yielded a satisfactory rating but that the Board of Trustees felt they were at a disadvantage due to Vice Chair Tompkins' absence. Chair Snyder reported that it was the decision of the remaining Trustees to table the District Manager's performance review until December when all five members of the Board could attend.

PUBLIC COMMENTS

There were no members of the public in attendance.

Signed:  Date: 12/12/2019

CONFIRMATION OF AGENDA

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

Motion carried 4-0 with Vice Chair Tompkins being absent.

CONSENT CALENDAR

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

Motion carried 4-0 with Vice Chair Tompkins being absent.

NEW BUSINESS

AGENDA ITEM 5 – GIFT CARDS

Motion and second by Trustees Corral/Bryant to give out \$50 Stater Bros gift cards to all five District employees for the Thanksgiving holiday and another \$50 Target gift card to each employee for the Christmas holiday.

Motion carried 4-0 with Vice Chair Tompkins being absent.

AGENDA ITEM 6 – UPRIGHT MARKER

Motion and second by Trustees Corral/Bryant to approve placement of an upright marker amid the other upright markers in the “H” section. Marker must be the same height as surrounding markers.

Motion carried 4-0 with Vice Chair Tompkins being absent.

AGENDA ITEM 7 – LEGAL COUNSEL SERVICES AGREEMENT

Motion and second by Trustees Corral/Bryant to approve District Counsel’s Legal Services Agreement.

Motion carried 4-0 with Vice Chair Tompkins being absent.

AGENDA ITEM 8 – MEETING TIME CHANGE

Motion and second by Trustees Bryant/Corral to change the meeting time from 10:00 a.m. to 9:00 a.m. for all regular meetings, beginning with the December 12, 2019 meeting.

Motion carried 4-0 with Vice Chair Tompkins being absent.

AGENDA ITEM 9 – DISRUPTIVE VISITORS

Motion and second by Trustees Bryant/Corral to increase private security patrols during the

Signed:  Date: 12/12/2019

holiday period, starting Thanksgiving weekend through January 2, 2020.

Motion carried 4-0 with Vice Chair Tompkins being absent.

AGENDA ITEM 10 – REVOLVING FUND

Motion and second by Trustees Bryant/Jackson to direct District Manager to work with Riverside County Accounting office to proceed with closing down the “revolving” fund so that the funds in the revolving account will be returned to the operating account.

Motion carried 4-0 with Vice Chair Tompkins being absent.

AGENDA ITEMS 11 – 15 (OLD BUSINESS REPORTS)

All reports given by District Manager were received and filed.

FUTURE AGENDA ITEMS

Memorial Day 2020	2020 Holiday Schedule
Raising Trustee Stipend	District Manager performance evaluation
Year-end staff lunch	List of projects

STAFF COMMENTS

Brief update from District Manager Warren.

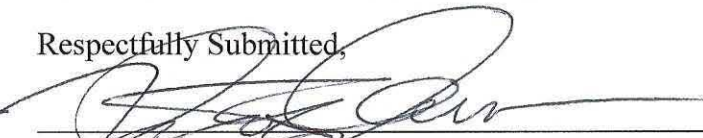
BOARD COMMENTS

Trustee Bryant – none
 Trustee Corral – reported on her attendance at the Lake Elsinore State of the City event; suggested the BOD make themselves a little more visible; discussed conversation with Melissa Melendez
 Trustee Jackson – asked to have a box available for old flags
 Vice Chair Tompkins – absent
 Chair Snyder – reiterated the reasons for moving DM’s review to December


ADJOURNMENT

Motion and second by Trustees Bryant/Jackson to adjourn. Chair Snyder adjourned the meeting at 12:20 p.m.

The next Regular Meeting of the Board of Trustees will be December 12, 2019 at 9:00 a.m.

Respectfully Submitted,


 Vicki Warren, District Manager

Signed:  Date: 12/12/2019