



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, February 13, 2020
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

Visitor Alan Parks led the Pledge of Allegiance.

BOARD OF TRUSTEES ROLL CALL

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

CHANGE TO ORDER OF AGENDA

Chair Snyder asked to move up Item 7 to accommodate visitor Alan Parks.

PUBLIC COMMENTS

Alan Parks, Acting Commander of the American Legion Lynn Mort Post 200 address the Board of Trustees about their interest in continuing to hold the Memorial Day observance at Elsinore Valley Cemetery.

No other public comments.

NEW BUSINESS

Item 7 - Memorial Day 2020. Suggestions were exchanged between the Trustees noting particular conditions that would need to be met to go forward in partnership with the American Legion Post 200, Veterans of Foreign Wars and First Assembly Church (hereafter “Partner Organizations”) including but not limited to:

- Traffic control at end of event
- No placing of chairs on top of any graves whatsoever
- Inclusion of all cities that make up the Elsinore Valley Cemetery District
- Partner Organizations must provide proof of insurance covering EVCD
- Partner Organizations must sign liability waivers
- EVCD staff will not be used for event

Initials: _____ Date: _____

Chair Snyder recommended forming an ad hoc committee to aid in planning the event and ensuring conditions are met. Vice Chair Tompkins and Trustee Corral volunteered to be the members of the ad hoc committee.

Motion and second by Trustees Corral/Bryant to work with the American Legion, Veterans of Foreign Wars and First Assembly Church to put on the Memorial Day 2020 event to be held at the Elsinore Valley Cemetery including the formation of the ad hoc committee with Vice Chair Tompkins and Trustee Corral as members.
Motion carried 5-0.

CLOSED SESSION

The Board of Trustees entered Closed Session at 9:44 a.m.
The Board of Trustees returned from Closed Session at 9:57 a.m.

OPEN SESSION

Chair Snyder called the meeting to order at 9:57 a.m.

REPORT FROM CLOSED SESSION

District Counsel reported on Item C, stating that the Board of Trustees instructed him to send a letter to Mr. Blake regarding the amount due.

CONFIRMATION OF AGENDA

Motion and second by Trustees Bryant and Jackson to confirm remaining Agenda items.
Motion carried 5-0.

CONSENT CALENDAR

Items 2 and 3 pulled from the consent calendar for discussion.

Discussion held re Items 2 and 3 (Expenses); questions and answers re various expenses.

Motion and second by Trustees Bryant and Jackson to approve Items 2 and 3 of the Consent Calendar; direct District Manager to correct expense categories and to request proposal from Anderson Professional Services at March 12, 2020 meeting.
Motion carried 5-0.

Motion and second by Trustee Bryant and Vice Chair Tompkins approving consent calendar Items 1, 4 and 5.
Motion carried 5-0.

Initials: _____ Date: _____

NEW BUSINESS (continued)

AGENDA ITEM 6 – DISCUSSION RE ELECTION OF OFFICERS

Chair Snyder gave a brief history of current status of officers. Discussion was held as to date of next election of officers; not action was taken.

(AGENDA ITEM 7 MOVED TO START OF MEETING)

AGENDA ITEM 8 – WORKSHOP FOR DISTRICT PROJECTS

Motion and second by Trustees Corral and Jackson to schedule a public workshop for March 18, 2020 at 9:00 a.m. at the District office for the purpose of prioritizing upcoming District projects. Motion carried 5-0.

AGENDA ITEM 9 – NICHE WALL

Chair Snyder asked that this item be taken off calendar.
Motion and second by Trustees Bryant/Corral to take the item off calendar.
Motion carried 5-0.

AGENDA ITEM 10 – WORKSHOP FOR EMPLOYEE HANDBOOK AND POLICY & PROCEDURE MANUAL

Motion and second by Trustees Bryant and Corral to combine the updating of the District’s Policies and Procedures with the March 18, 2020 public workshop already scheduled.
Motion carried 5-0.

AGENDA ITEM 11 – INCREASE OF TRUSTEE STIPENDS

Motion and second by Trustees Bryant and Corral to approve an ordinance raising the monthly Trustee stipend from \$100.00 to \$105.00 per month; increase will be effective January 1, 2020.
Motion carried 4-1 with Vice Chair Tompkins voting no.

FUTURE AGENDA ITEMS

Fee Schedule Update (TBD)	Safe Working Incentives Bonus (TBD)
Cell Tower Lease Amendment (TBD)	Mid-Year Review of Health Plans (09/2020)
Review of Patrol Services (03/2020)	Proposal for increased accounting services (03/2020)
Change of Meeting Dates (03/2020)	ADA/Porta Potty (03/2020)

DISTRICT MANAGER REPORT

District Manager report was received and filed.

Initials: _____ Date: _____

