



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

REGULAR BOARD MEETING
10:00 A. M., JUNE 18, 2020

MINUTES

CALL TO ORDER – Meeting was called to order by Chairperson K. Snyder at 10:00 A.M.
Adjourned from June 11, 2020 RBM.

PLEDGE OF ALLEGIANCE – Pledge was led by District Counsel John Cavanaugh

ROLL CALL – Stephanie Garcia

Present: Karen Snyder, Chairperson
Rose Tompkins, Vice Chair
Jeanie Corral, Trustee
Janice Jackson, Trustee
Charles Bryant, Trustee
John Cavanaugh, District Counsel
Stephanie Garcia, Interim District Manager

PUBLIC COMMENTS – None

CONFIRMATION OF AGENDA

Trustee Corral moved the agenda be approved and was seconded by Trustee Bryant.

Motion passed 5-0 - Karen Snyder
Rose Tompkins
Charles Bryant
Jeanie Corral
Janice Jackson

CONSENT CALENDAR – There were no items on the Consent Calendar

NEW BUSINESS

I. TRAINING ON “ROLES AND RESPONSIBILITES OF TRUSTEES AND STAFF”

District Counsel Cavanaugh conducted a training on the Roles and Responsibilities of Trustees and Staff. Handouts were provided. Discussion item ended 11:37 A.M.

II. 2020-2021 FISCAL BUDGET

CFO Kristine Anderson was present to answer any Board questions. Some changes to proposed allocations were made and numbers will be updated for before final approval. This item was tabled until July 9, 2020.

Signed by

June 18, 2020 minutes - page 1

III. CONSIDERATION OF ADA PORTABLE TOILET RENTAL

Stephanie Garcia contacted several portable toilet businesses and provided quotations to the Board. Not all could meet the requirements that Board wished to offer the public.

Trustee Corral moved and Trustee Bryant seconded, upon Counsel’s approval, to accept the contract with SWSS for the ADA toilet, combination lock, hand washing station and weekly cleaning for \$565.78.

Motion passed 5-0 - Karen Snyder
Rose Tompkins
Charles Bryant
Jeanie Corral
Janice Jackson

FUTURE AGENDA ITEMS

Insurance Update from J. Jackson with Broker Zoom Presentation RBM July or August 2020	2020-2021 Budget Approval RBM July 2020
Wells Fargo Bank – Zoom Presentation by Tammi re: our investments RBM August 2020	Stifel Investments – Zoom Presentation by Sandra Wheeler re: our investments RBM August 2020
Consultant for Fee Study RBM August 2020	Update of Rules and Regulations for Acceptable Celebrations on Cemetery Grounds – District Counsel Cavanaugh to provide a memo prior to meeting

STAFF COMMENTS


Stephanie Garcia reported that the same families visit daily; there have been no issues; District now has a new internet system that has been synced with our security cameras; with the better internet system we may be able to add a security camera at the gate; solar light is now installed on the flag pole saving our groundsman from lowering the flag daily and it was approved by a VFW member on site; yellow metal “ADA warning pads” for sidewalks have been ordered from; Worker’s compensation and property and liability insurances have been renewed with effective date of July 01, 2020; “To Do List” is being prioritized, as needed; Stephanie spoke with Sandra Wheeler of WBF regarding our relationship with her as our agent; Sandra said she spoke with the former manager and never got call back regarding the Boards wishes; Sandra is located in San Luis Obispo with another firm.

DISTRICT COUNSEL COMMENTS

Attorney Cavanaugh reported that the clean-up work and organizing continues along with prioritizing future projects. He said the Roles training will be useful as the Board moves forward making improvements. He said the Rules and Regulations regarding acceptable Family celebrations will be coming next meeting and that the overall review of policies will be done incrementally.

BOARD COMMENTS

- *Trustee Bryant* asked that the agenda be provided to the Board to give sufficient time to study and requested that it be 24 hours prior to the meeting. He suggests that

Signed by 

vendors be told when they must submit their invoice by a certain date or wait until the following month to be paid.

- *Trustee Corral* - None
- *Trustee Jackson* – to review Health Insurance with the Board after telephone conference with Broker
- *Trustee Tompkins* thanked the Budget Committee for their work; asked about raises that had been given without Board approval.
- *Chair Snyder* congratulated Trustee Corral on her reappointment to the EVCD Board for a full term commencing 2020 to 2024 based on the new boundary change for the former Wildomar seat; she presented an updated drawing for a possible future agenda item discussion of an office/restroom remodel. She asked staff about our audit update, road project, gate repair and bulletin board project.

ADJOURNMENT

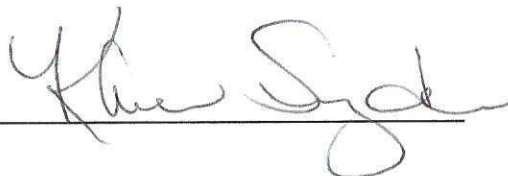
Trustee Bryant made a motion and Trustee Corral seconded to adjourn at 1:01 p.m.

Motion passed 5-0 - Karen Snyder
Rose Tompkins
Jeanie Corral
Janice Jackson
Charles Bryant

Next Regular Board Meeting for the Board of Trustees scheduled for July 9, 2020 at 10:00 A.M.

Minutes respectfully submitted by Vice Chair Rose Tompkins

Signed by _____



June 18, 2020 minutes - page 3