

GF MINUTES FOR CEMETERY NOVEMBER 18, 2024
REGULAR MEETING FOR MONDAY DECEMBER 16, 2024

CALL TO ORDER: **TIME: 7:00p.m.** **Adjourned: 8:11p.m.**

ROLL CALL: David Kong (Chair), Beatriz Diaz (Clerk), Raul Rodriguez, Clara Valdivia, James Thorp

Public comments: Members of the public will be afforded the opportunity of a **3-minute** public comment and may do so when the board opens public comments. "The board will normally not respond to public comments". If an Item is on the agenda and you want to make a public comment, please save your comment when the item comes up.

1. **Public comments:** Sonia is requesting she be able to put up headstone upright/monument on her mother's grave and updates from the board. The board will bring it on next month's meeting agenda per the subcommittee meeting and pending further discussion on the matter and the policy.

2. **Approval of Minutes for November 18, 2024**

Motion by: **Raul** Second by: **Jim**

AIF: **ALL**, **No** Objections, **No** Abstentions, Motion: **PASSES**

3. **GREENFIELD CEMETERY DISTRICT MANAGER MANUEL MIRELES REPORT:**

Manager Manuel is on medical leave. JT. (Jesus Tovar) gave report as follows:

- The remainder of the gravel at the cemetery was spread and he informed the board we will need more for the up and coming winter season.
- Informed the board there was a problem with the irrigation system and suggested changing the system. The cemetery needs better water pressure.
- All the files were organized. Jesus informed the board that community workers completed the organization task. A member of the public expressed concern on who has access to the information provided to the district. The board agreed to form a policy and discuss this at the next meeting.
- The maps are being reviewed and placed upon the walls of the cemetery office.
- Updated us on a burial with ashes – which raised discussion/question to permit and burial process.
 - Board member Bea than informed the board that these issues were mandated by law and contacted Edington from Edington funeral homes to familiarize herself and the interim manager with said law/process: not being able to bury someone without a permit of disposition.
 - Board member Raul Rodriguez followed up information about this burial due to Audrey Cole calling him with concerns and complaints with the interim cemetery management.
- JT gave Bea a tour of the cemetery and the office; being proactive making updates.
- Updated the board on a need for equipment and fixes on the current equipment the district owns.

4. **GREENFIELD PROJECT MANAGER JANET THORP REPORT:**

The report was as follows:

- Informed the board that she was working with Ann Rathbun from the city, and was working to proactively get the Greenfield Cemetery District and Cemetery pages updated.
- Updated the website to reflect interim manager, exclude maps for the time being (they're getting updated), and include address.
- Gave update on the cemsites project: Block A is complete. Explained that she's currently reserving spots until she gets all information uploaded per person and or block. Is happy to meet with board members to show process upon request/necessity.
- Brought up the need to re-review the deed.
- Provided the lawyer Brian Hughes with basic job descriptions for the employees of the Recreation District.
- Presented the board with website traffic totals: 1,241 clicks as of the morning of November 18th, 2024.

5. INFORMATIONAL ITEM:

Update on Holy Trinity Purchase/Appraisal (Raul)

Raul will contact Holy Trinity Priest and or the real estate agent to discuss the appraisal process. The board discussed forwarding the church's appraisal for further review, so the district can make counter offer.

AT&T Cell Bill Status (Beatriz)

Unable to cancel line need last 4 of Social and password. Bring to next board meeting.

Update/discussion on Interim manager

Tabled for next month's board meeting

Discussion on potentially sharing employees and equipment between the Greenfield Public Recreation District and Greenfield Cemetery Districts; possibility of new employee contract(s)

Tabled for next month's board meeting

Quarterly financial report review (Jim)

Didn't get a financial report, nothing to compare to. Bring to next month's meeting.

Cemetery Convention 2025 (March 13-15, 2025)

Tabled for next month's meeting

Discussion of potentially getting a credit card (David)

Tabled for next month's board meeting

Discussion of uniforms or promotional merchandise for board members and employees.

Tabled for next month's meeting

6. Action item(s):

Vote on making Raul Sanchez interim manager for the Cemetery District

Tabled for next month's board meeting

Vote on credit card

Tabled for next month's board meeting