

GF CEMETEREY MINUTES FOR OCTOBER 21, 2024
FOR REGULAR MEETING ON NOVEMBER 18, 2024

CALL TO ORDER:

TIME: 7:20p.m.

Adjourned: 8:34p.m.

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

1. **Public comments:** No Public Comments

2. **Approval of Minutes for September 9, 2024**

Motion by: Raul Second by: Jim

AIF: All, No Objections, No Abstentions, Motion Passes

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

The manager is out on sick leave. Beatriz, J.T. & Raul Sanchez are working with the funeral services. Beatriz reports there were 3 funeral services from 9/28-10/18, 2024.

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

- Janet requesting a cell phone for work. Is on an action item.
- Updated the board on streamline updates: laws, plans, and possibility of board members scheduling a zoom meeting if desired with the streamline team member Yenni Herschelman.
- Updated the board on the employee handbook timeline.
- Provided the board with a mock up deed and further discuss pending review.

5. **INFORMATIONAL ITEM:**

Status on Show Cases (Raul)

Raul purchased showcases and will give to J.T. to install.

Upright grave marker (Clara)

No decision made.

Budget Revision Discussion

David made a motion to revise the budget (Cem): Budget spending expenditures were amended: \$500.00 for communication and \$30 0000.00 for salary.

Motion by: David Second by: Clara

AIF: All, No Objections, No Abstentions, Motion Passes

Update on SDI participation/status

Not required to offer SDI to employees: board discussed offering new employees this possibility through private insurances. Tabled for further discussion.

Update purchase of cemetery property from the Holy Trinity Church

6. **ACTION ITEM:**

Approve Independent Auditor Agreement: David Farnsworth

Raul Motion to approve Independent Auditor Agreement.

Motion by: Raul Second by: Clara

AIF: All, No Objections, No Abstentions, Motion Passes

Approve revision on budget

David made a motion to approve revision on budget.

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

AIF: **All**, **No** Objections, **No** Abstentions, Motion **Passes**

GF CEMETEREY MINUTES FOR OCTOBER 21, 2024
FOR REGULAR MEETING ON NOVEMBER 18, 2024

Vote on upright grave marker

No decision made: tabled.

Approve a \$599.00 payment to Raul Sanchez for helping and training cemetery staff.

Motion by David to approve payment for Raul Sanchez

Motion: **David** Second: **Jim**

AIF: **All**, **No** Objections, **No** Abstentions, Motion **Passes**

Approve ordering an appraisal of the property/land board's inquiring of purchasing from Holy Trinity Church.

Tabled for next month pending conversation with the real estate agent in regards to an appraisal.

7. CLOSED SESSION:

Status/Update plans while Manager Manuel returns to work.

Manager still on sick leave unknown of his return to work.

Employee review

Due to the park closing during winter employee hours/days are reduced to 3 working days 8 hours a day beginning November 1, 2024 at the cemetery exclusively for the fall/winter season(s).

Status/Update plans while Manager returns to work

The board appointed an interim manager until Cemetery Manager (JT) until Cemetery Manager (Manuel) returns to work.

NEXT REGULAR BOARD MEETING NOVEMBER 18, 2024

BOARD MEMBERS:

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

