

MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
NORTH COUNTY CEMETERY DISTRICT
As of August 21, 2017

The Regular meeting of the Board of Trustees of the North County Cemetery District was called to order by Chairman Sharon Disney at 5:30 p.m., at the Oak Hill Memorial Park office. Present were Chairman Disney, Trustees Tanis Brown, Richard Hyde, Thomas Knight, and Steven Lochridge. A quorum was present. Also present was General Manager Dennis Shepard.

The meeting was opened with the Flag Salute. There were no visitors to the Board Meeting.

A motion was made by Trustee Knight with a second by Trustee Lochridge to approve the minutes of the Special Board Meeting of July 24, 2017. The motion passed with 4 Aye votes.

Ayes: 4 Trustees Brown, Disney, Knight, and Lochridge

Nays: 0

Abstained: 1 Trustee Hyde

Absent: 0

All District Orders and District Certificates were approved and signed by the Board.

The Board reviewed all the correspondence received by August 15. There was no new correspondence for the Board.

The Board reviewed the Financial Report of the month of July 2017. A new report was added to the Financial Report. Direct Payments from the District's Checking Account will be published reflecting all activity during the month. This is complimentary to the Check Register so that the Trustees can see all Debit activity for the month. The Board directed that the Financial Report be placed on file for the Auditor.

The Investment Report for July 2017 was reviewed by the Board. A \$200,000 CD from Capital One Bank due to mature in August of 2018, was converted to a new \$200,000 CD with Capital One Bank with a new maturity date of August 16, 2022. The APY increased from 1.75% to 2.35%. The District has approximately 50.09% of its available funds invested outside the San Diego County Treasury. The GM will continue to search for investment opportunities that meet the direction details provided by the Board. There were no questions by the Board. They directed that the Financial Report be placed on file.

Continuing Business:

Blue Consulting Group is still working with the U.S. Fish and Wildlife on the degree of habitation of Gnatcatchers found on the NCCD property under study. That request has not been answered as yet by Fish & Wildlife.

Status was given by the General Manager on the Oak Hill road resurfacing project. Everything is complete except the parking space striping. This is schedule to be done on Wednesday August 23rd.

New Business:

NCCD's Policy #2210, Harassment, was reviewed with each Trustee. Certification of coverage will be placed in each personnel folder.

Trustee Tanis Brown and GM Dennis Shepard provided a report on their attendance at the San Diego County Treasurer-Tax Collector symposium on Fraud and Fraud Prevention.

The Board of Trustees reviewed NCCD Policy #3050, District Rules and Regulations. After discussion and questions by the Board, Trustee Rich Hyde made a motion to accept the Policy #3050 as written with no changes. Trustee Steven Lochridge provided a second on the motion. All were in favor, the motion passed unanimously.

Ayes: 5 Trustees Brown, Disney, Hyde, Knight, and Lochridge
Nays: 0
Abstained: 0
Absent: 0

The Board of Trustees reviewed NCCD Policy #3070 and 3080, District Fee Schedule for Services. After discussion and questions by the Board, Trustee Rich Hyde made a motion to accept the Policies #3070 and #3080 as submitted. Trustee Tanis Brown provided a second on the motion. All were in favor, the motion passed unanimously.

Ayes: 5 Trustees Brown, Disney, Hyde, Knight, and Lochridge
Nays: 0
Abstained: 0
Absent: 0

The General Manager provided his Manager's Report:

- Attended the San Marcos Chamber's "Meet City Council" Mixer on Thursday July 27.
- Equipment Down For Repair: None
- Personnel: no changes;
- Monthly Employee Safety Training subject was: Ergonomics

The schedule of future activities include:

- September 13, 2017: SD Water Authority Tour
- September 21, 2017: Local Cemetery Meeting – Meniffee
- September 25 – 28, 2017: CSDA Annual Conference in Monterey
- October 5 – 7, 2017: CAPC Education Day/Area Meeting in Sacramento
- December 1, 2017: NCCD Safety Performance Recognition Event
- February 22 – 26, 2018: CAPC Annual Conference in San Luis Obispo

The meeting adjourned at 7:20 p.m. The next Regular Board of Trustees Meeting is scheduled for September 18, 2017, to begin at 5:30P.M. It will be held at the Oak Hill Memorial Park office.

Dennis L. Shepard
Acting as Secretary of the Board