

MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
NORTH COUNTY CEMETERY DISTRICT
As of February 26, 2024

The meeting of the Board of Trustees of the *North County Cemetery District* was called to order by Trustee Michael Ott at 5:38 p.m., at the Oak Hill Memorial Park office. Present were Trustees, Colleen Lukoff and Barbara Sulier. A quorum was present. Also present were NCCD Administration Manager Kelly Swales and General Manager Edward Serna.

The meeting began with the Salute to the U.S. Flag and the recognition of visitors.

The District's CPA, Kevin Brejnak, and Crystal Lynn from California Class attended the meeting via Zoom.

Public input for non-agenda items; no action will be taken on non-agenda items. Speakers are limited to three minutes each. No members of the public spoke on non-agenda items.

A motion was presented by Trustee Sulier, seconded by Trustee Lukoff to move up item I(a), California Class Presentation with Crystal Lynn, to follow item F on the agenda.

The motion passes with 3 Aye votes.

Ayes:	3	Trustees Ott, Lukoff, and Sulier.
Nays:	0	
Abstained:	0	
Absent:	0	
Recused	0	

Minutes

A motion was presented by Trustee Lukoff, seconded by Trustee Sulier to approve the minutes of the January 22, 2024, Regular Board meeting.

The motion passes with 3 Aye votes.

Ayes:	3	Trustees Ott, Lukoff, and Sulier.
Nays:	0	
Abstained:	0	
Absent:	0	
Recused	0	

District Orders and Certificates

The Board reviewed all certificates for January 2024, signed District orders/Warrants and checks as needed.

A motion was presented by Trustee Lukoff, seconded by Trustee Sulier, to ratify all certificates for January 2024.

The motion passes with 3 Aye votes.

Ayes: 3 Trustees Ott, Lukoff, and Sulier.
Nays: 0
Abstained: 0
Absent: 0
Recused 0

California Class Presentation

Crystal Lynn, Director of Member Services for L.A. and San Diego County, provided the Board with an introduction to California Class and discussed how investing with them could benefit the District.

Correspondence

The district received no correspondence for the month of January 2024.

Financial Report

The board reviewed the Financial Report for the month of January 2024. Positive sale trends continue for the fiscal year.

After a discussion, the Board decided to follow the recommendation of the General Manager to transfer excess revenue to the Capital Outlay Fund.

A motion was presented by Trustee Lukoff, seconded by Trustee Sulier to transfer \$300,000.00 from the General Operating Fund to the Capital Outlay Fund.

The motion passes with 3 Aye votes.

Ayes: 3 Trustees Ott, Lukoff, and Sulier.
Nays: 0
Abstained: 0
Absent: 0
Recused 0

Investment Report

The district did not have any investments mature for the month of January 2024.

Continuing Business

The GM provided a brief update on the Land Conservancy Project.

The Board discussed the next steps of Strategic Planning.

New Business:

The Board did not have any nominations for either the LAFCO or CSDA Board of Directors call for nominations.

Managers' Report

The GM will continue to work on drafting new policies to be presented to the board for review at a future date.

The meeting adjourned at 6:51 pm. The next Regular Board of Trustees meeting is scheduled for Monday March 25, 2024 and will begin at 5:30pm. It will be held at the district office, 2640 Glenridge road, Escondido, CA.

Prepared by:

Kelly Swales
Board Secretary