

MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
NORTH COUNTY CEMETERY DISTRICT
As of February 24, 2025

The meeting of the Board of Trustees of the *North County Cemetery District* was called to order by Chairperson Colleen Lukoff at 5:30 p.m., at the Oak Hill Memorial Park office. Present were Trustees, Barbara Sulier, Sharon Disney and Steven Lochridge. A quorum was present. Also present was 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.

Brian Nowlin was in attendance to observe the meeting.

Public input for non-agenda items; No action will be taken on non-agenda items. Speakers are limited to three minutes each.

Minutes

A motion was presented by Trustee Lochridge, seconded by Trustee Sulier to approve the minutes of the January 27, 2025 Regular Board meeting.

The motion passes with 4 Aye votes.

Ayes: 4 Trustees, Lukoff, Sulier, Disney and Lochridge
Abstained: 0
Absent: 0
Recused 0

District Orders and Certificates

The Board reviewed all certificates for January 2025, signed District orders/Warrants and checks as needed.

A motion was presented by Trustee Disney seconded by Trustee Lochridge, to ratify all certificates for January 2025.

The motion passes with 4 Aye votes.

Ayes: 4 Trustees, Lukoff, Sulier, Disney and Lochridge
Abstained: 0
Absent: 0
Recused 0

Correspondence

The district did not receive any correspondence for the month of January 2025.

Financial Report

The board reviewed the Financial Report for the month of January 2025. Positive sale trends continue for the fiscal year.

Investment Report

The district had two investments that matured in January 2025.

OH Preneed- There were residual funds \$35,000 reinvested in GNMA CMO 5.00% Yield to Life 5.10% Average Life 1.50 years.

SM Preneed- There was a Municipal bond that came due for \$150,000, these funds including residual funds were reinvested in \$100,000 Trust Bank CD 4.45% Mty 01/2030 and \$35,000 GNMA CMO 5.00% Yield to life 5.100% Average Life 1.50 years.

Continuing Business

There is no update on the Land Conservancy Project to report.

The GM provided an update on the implementation of the Strategic plan and future ideas for renovations to improve facilities.

New Business:

A motion was passed in July of 2024 with the 24-25 budget presentation to transfer the amount of preneed funds as services delivered. From July 1, 2024 – December 31, 2024, the amount to transfer is \$232,996.50.

This was for information purposes only.

The Trustees have all completed their Annual Statement of Economic Interest – Form 700 as required.

The GM explained the district's current process and policy for repurchasing graves. It was recommended that the Board move to amend the current policy to remove the following: "or 30% of the current price, whichever is greater."

After a brief discussion, a motion was presented by trustee Lochridge and seconded by trustee Disney to amend policy 3050.8.3 as recommended.

The motion passes with 4 Aye votes.

Ayes:	4	Trustees, Lukoff, Sulier, Disney and Lochridge
Abstained:	0	
Absent:	0	
Recused	0	

The GM recommended that the trustees schedule a date to tour both cemeteries. Following a discussion, the trustees agreed March 28, 2025 at 9:00 am would be an ideal date to do the tour.

Manager's Report

The GM will continue to work on drafting new policies to be presented to the board for review at a future date and is currently working on the 2025-2026 Budget.

There are no updates on social media accounts.

The meeting adjourned at 7:27 p.m. The next Board of Trustees meeting is scheduled for Monday March 24, 2025, and will begin at 5:30 p.m. It will be held at the district office, 2640 Glenridge Road, Escondido, CA.

Prepared by:

Kelly Swales
Board Secretary