

MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
NORTH COUNTY CEMETERY DISTRICT
As of February 28, 2022

The meeting of the Board of Trustees of the *North County Cemetery District* was called to order by Vice-Chairperson Tannis Brown at 5:46 p.m., at the Oak Hill Memorial Park office. Present were Trustees, Michael Ott, Sharon Disney, and Colleen Lukoff. A quorum was present. Chairperson Dr. Steven Lochridge was not present. Also, present was General Manager Edward Serna.

Pursuant to the Executive Department State of California, Executive Order N-25-20, California Governor Newsom is providing Brown Act flexibility for Public Agencies due to the COVID-19 crisis. The meeting was accessible to the public via teleconference.

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

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 Ott, seconded by Trustee Disney, to approve the minutes of the January 24, 2022, minutes and to confirm the corrected minutes of the November 22, 2021, board meeting minutes.

The motion passes with 4 Aye votes.

Ayes:	4	Trustees Disney, Ott, Brown, and Lukoff.
Nays:	0	
Abstained:	0	
Absent:	1	Lochridge
Recused	0	

District Orders and Certificates

The Board did not approve the January 2022 certificates. District orders/Warrants and signed checks as needed.

Correspondence

NCCD received the 2022 CSDA Board of Directors candidate nomination form. The board elected not to nominate any member.

Financial Report

The Board reviewed the Financial Report for the month of January 2022, during the February 28, 2022, meeting. Positive sale trends continued for the new fiscal year.

Chairperson Dr. Steven Lochridge arrived at the Board meeting at 6:08pm and assumed the Chair of the board for the rest of the meeting.

Investment Report

The district did not have any investments that matured for the month of January 2022.

Continuing Business

The GM provided a COVID-19 monthly report regarding any staff members being impacted by the COVID-19 virus.

New Business:

Trustee Lukoff provided a draft of the customer survey to the board to review. Any customer survey changes or recommendations from other board members will be discussed on the next board meeting scheduled for March 28, 2022.

Every year the North County Cemetery District hosts the annual Memorial Day event organized by the Escondido VFW and the San Marcos VFW. The last two years the event has been canceled at both cemeteries due to the COVID-19 Pandemic. A discussion ensued to hold this year's Memorial Day event. After discussion the North County Cemetery District Board of Trustees agreed to host the 2022 Memorial Day event at both cemeteries, Oak Hill Memorial Park, and at the San Marcos cemetery.

A motion was presented by Trustee Ott, seconded by Trustee Disney, to host the 2022 Memorial Day event at both cemeteries.

The motion passes with 5 Aye votes.

Ayes:	5	Trustees Lochridge, Disney, Ott, Brown, and Lukoff.
Nays:	0	
Abstained:	0	
Absent:	0	
Recused	0	

A motion was presented by Trustee Brown, seconded by Trustee Disney to move into closed session at 6:35pm.

The motion passes with 5 Aye votes.

Ayes:	5	Trustees Lochridge, Disney, Ott, Brown, and Lukoff.
Nays:	0	
Abstained:	0	
Absent:	0	
Recused	0	

The GM stepped out of the closed session at 7:20pm.

The closed session adjourns at 8:35pm. No action taken.

Managers' Report

The GM shared with the board that customer survey can be link to OSIRIS to be send out to all families when arranging the services. Furthe details regarding the customer survey will be shared in future board meetings.

The GM will continue to conduct interviews to fill the positions available at NCCD.

The GM shared with the board, information regarding the new hires to the district.

The meeting adjourned at 8:57pm. The next Regular Board of Trustees meeting is scheduled for Monday March 28, 2022, and will begin at 5:30pm. It will be held at the district office, 2640 Glenridge road, Escondido, CA.