

MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
NORTH COUNTY CEMETERY DISTRICT
As of June 27, 2022

The meeting of the Board of Trustees of the *North County Cemetery District* was called to order by Chairperson Dr. Steven Lochridge at 5:31 p.m., at the Oak Hill Memorial Park office. Present were Trustees, Michael Ott, Tanis Brown, and Colleen Lukoff. Trustee Sharon Disney was not present when the meeting was called to order. A quorum was present. Also present was Administration Manager Kelly Swales and 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.

A motion was presented by Trustee Ott, seconded by Trustee Brown to revise the agenda, and move up agenda item L2.

The motion passes with 4 Aye votes.

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

The meeting moved into closed session at 5:32pm.

Trustee Disney arrived at 5:37pm during the closed session.

The closed session adjourns at 6:41pm

Nothing to report out, no action or vote taken.

A motion was presented by Trustee Ott, seconded by Trustee Disney to move to open session at 6:41pm.

The motion passes with 5 Aye votes.

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

Minutes

A motion was presented by Trustee Ott, seconded by Trustee Brown, to approve the minutes of the May 23, 2022, Regular Board meeting.

The motion passes with 5 Aye votes.

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

District Orders and Certificates

The Board ratified all certificates for May 2022. District orders/Warrants and signed checks as needed.

Correspondence

The district did not receive any correspondence for the month of May 2022.

Financial Report

The Board reviewed the Financial Report for the month of May 2022, during the June 27, 2022, meeting. Positive sale trends continued for the current fiscal year.

Investment Report

OH Preneed – on 05/19 there was a redemption of \$50,000 Ballinger Texas Municipal bond, those funds plus residual funds were reinvested in Morgan Stanley Corp 3.70% Mty 10/2024.

Continuing Business

The GM provided a COVID-19 monthly report regarding any staff members being impacted by the COVID-19 virus. No COVID-19 impacts were reported for the month of May.

The General Manager provided an update about the Land Conservancy project.

The Customer Satisfaction Survey is complete and has been translated in Spanish. The district will begin to distribute the Survey beginning July 1st, 2022.

The district will continue to work with Quality Chevrolet to finalize the purchase of one of the new trucks. The expected delivery date of the new truck is to be determined.

New Business:

Regarding the attendance to the 2022 CSDA Annual Conference, Trustee Lukoff will be attending the conference. This year the 2022 CSDA Annual Conference will be held in Palm Desert.

Historically two Board of Trustees meetings are held during the month of July. The first Special Meeting is to present the new FY budget and, the second for the regular board meeting.

A motion was presented by Trustee Lochridge, seconded by Trustee Disney, to add a Special Meeting on July 18th, 2022, to discuss the FY 22-23 budget and, the Regular Board Meeting on July 25th, 2022.

The motion passes with 5 Aye votes.

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

The board of Trustees discussed the candidates for the CSDA Board of Directors. After a discussion, the board agreed to submit their vote for candidate Don Bartz.

A motion was presented by Trustee Ott, seconded by Trustee Brown, to submit their vote for Don Bartz.

The motion passes with 5 Aye votes.

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

Managers' Report

The GM will continue to work on the FY 22-23 budget.

The district did not have any operations issues or equipment down.

The meeting adjourned at 8:14pm. The next Special Board of Trustees meeting is scheduled for Monday July 18, 2022, and will begin at 5:30pm. It will be held at the district office, 2640 Glenridge road, Escondido, CA.