

MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
NORTH COUNTY CEMETERY DISTRICT
As of August 21, 2023

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

Martin Rauch from Rauch Communication Consultants Inc. attended via telephone.

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 Ott, seconded by Trustee Lochridge, to move item J (2) in Continuing Business to occur after item F on the agenda.

The motion passes with 4 Aye votes.

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

Minutes

A motion was presented by Trustee Ott, seconded by Trustee Lukoff, to approve the minutes of the July 24, 2023, Regular Board meeting.

The motion passes with 4 Aye votes.

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

District Orders and Certificates

A motion was presented by Trustee Lukoff, seconded by Trustee Ott, to ratify the District Orders and Certificates of July 2023.

The motion passes with 4 Aye votes.

Ayes: 4 Trustees Disney, Ott, Lochridge and Lukoff.

Nays: 0

Abstained: 0

Absent: 0

Recused 0

New Business:

Martin Rauch from Rauch Communication Consultants Inc. spoke on the topic of Strategic Planning. The strategic planning process was explained to the board and a timeline of phases and workshops was discussed.

Correspondence

The board reviewed the correspondence received during the month of July which consisted of 2 suggestions from the suggestion box at Oak Hill Memorial Park and 1 email.

No action was taken.

Financial Report

The board reviewed the Financial Report for the month of July 2023. Positive sale trends continue for the fiscal year.

Investment Report

The district had one investment mature for the month of July 2023.

SM Preneed – there was a New York ST municipal bond that matured in July. These funds plus residuals were reinvested in a corporate bond, Royal Bank of Canada 5.10% Mty 02/2028

Continuing Business

The GM provided a brief update on his discussions with the engineer that will assist in creating maps for the Land Conservancy Project.

New Business:

After a brief discussion, the Board agreed to change the date of the next regular board meeting.

A motion was presented by Trustee Lukoff, seconded by Trustee Lochridge to change the date of the next regular meeting from September 25, 2023, to September 18, 2023.

The motion passes with 4 Aye votes.

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

The GM provided an update to the Board about the progress on the Volunteer Program.

The GM provided an update on how the witnessing of lowering is being handled by staff and feedback received from families.

Managers' Report

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

L(1) Closed Session

A motion was presented by Trustee Ott, seconded by Trustee Lochridge to go into closed session at 6:50 p.m.

The motion passes with 4 Aye votes.

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

A motion was presented by Trustee Lochridge, seconded by Trustee Ott, to leave closed session and return to open session at 6:57 p.m.

The motion passes with 4 Aye votes.

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

No action was taken during the closed session.

The meeting adjourned at 6:57 p.m. The next Regular Board of Trustees meeting was rescheduled for Monday September 18, 2023, 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