

MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
NORTH COUNTY CEMETERY DISTRICT
As of August 23, 2021

The meeting of the Board of Trustees of the *North County Cemetery District* was called to order by Chairperson Sharon Disney at 5:36 p.m., at the Oak Hill Memorial Park office. Present were Chairperson Sharon Disney, Trustees, Steven Lochridge, Michael Ott, Tanis Brown, and newly appointed Trustee Colleen Lukoff. A quorum was 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.

A motion was presented by Trustee Ott, seconded by Trustee Lochridge to revise the agenda to swear in Colleen Lukoff.

The motion passes with 4 Aye votes.

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

Newly appointed Trustee Colleen Lukoff was sworn in as a Trustee of the North County Cemetery District. Trustee Lukoff took the "Trustees Oath or Affirmation of Office" pursuant to California Constitution Article 20, section 3.

Minutes

A motion was presented by Trustee Ott, seconded by Trustee Lochridge, to approve the corrected minutes of July 26, 2021, and Special Meeting minutes of August 18, 2021.

The motion passes with 5 Aye votes.

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

District Orders and Certificates

The Board approved all certificates. District orders/Warrants and signed checks as needed. A report will be created through OSIRIS to present any “Certificates of Ownership” issue for the month. The GM will work with Kris from OSIRIS to create report.

Correspondence

NCCD did not receive any correspondence for the month of July 2021.

Financial Report

The Board reviewed the Financial Report for the month of July during the August 23, 2021, meeting. Positive sale trends continued for the new fiscal year.

Investment Report

OH Endowment – There was an \$100,000 American Express CD that matured in July. The funds were reinvested in a municipal bond, 50K of St Clair Cnty 1.710% Mty 01/2026 and, a corporate bond 41K BP Cap Mrkt 3.194% Mty 04/2025.

SM Preneed - There was a \$200,000 BMW Bank CD that matured in the month of July. The funds were diversified and reinvested in two corporate bonds 70K BP Cap Mrkt 3.119% Mty 05/2026 & 50K BP Cap Mrkt 3.194 Mty 04/2025.

The residual funds were invested in a municipal bond 75K New York Auth 2.208% Mty 07/2023.

The GM will explore other options with other investment companies.

Continuing Business

Nothing to report on the Land Conservancy project and the COVID-19 restrictions.

A brief discussion ensued regarding vaccination requirements for the staff. The GM will research any legislation, guidelines and will confer with other cemeteries and the CAPC.

Managers' Report

The GM will continue to work on the customer service survey and any water sustainability options.

Trustees Disney, Brown and Lukoff will be attending the 2021 CAPC Conference in San Luis Obispo. The GM will arrange Hotel reservations.

The meeting adjourned at 7:35pm. The next Regular Board of Trustees meeting is scheduled for Monday September 27, 2021 and will begin at 5:30pm. It will be held at the district office, 2640 Glenridge road, Escondido, CA.