

**MEETING OF THE BOARD TRUSTEES OF ESCALON CEMETERY DISTRICT
28320 E. River Road, Escalon, CA 95320**

REGULAR MEETING MINUTES

**Wednesday, October 9, 2024
11:00 a.m.**

I. CALL MEETING TO ORDER

The meeting was called to order at 11:00 a.m.

II. ROLL CALL

Trustee, Lynn Hogue Trustee, Terri Rocha
Manager, Laura Alcantor Office Assistant, Jeff Hood

All were present. Trustee Rocha attended by telephone.

III. APPROVAL OF AGENDA AS POSTED OR AMENDED

Trustee Hogue moved to approve the agenda and Trustee Rocha seconded the motion, as amended to modify Monthly and YTD totals reported in General Manager Reports.

IV. PUBLIC COMMENT

None were received.

V. CONSENT CALENDAR

- A. **Minutes**: Approval of minutes from the Regular Board Meeting on September 11, 2024.

Trustee Hogue moved to approve the minutes and Trustee Rocha seconded the motion, as amended adding the clarification regarding warrant processing.

- B. **Financial Statements**:

Presented by: Laura Alcantor

Requested Action/Purpose: Discussion of the financial reports for the previous month.

Attachments: September 2024 Financial County Reports

YTD (September 2024)

44001 Revenue \$ 6,040.00 Expenses \$ 22,994.05 - Fund Balance of (\$161,857.52).

44005 \$ 22,850.00. Fund Balance of \$ 348,630.00 - Pre-Need

44072 \$ 3,100.00. Fund Balance of \$1,037,987.66 - Endowment

44091 \$ 800.00. Fund Balance of \$ 393,690.23 - Capital Outlay

C. Warrants for Bills, Invoices and Required Payments:

Presented by: Jeff Hood

Requested Action/Purpose: List of bills, invoices, and other payments the district is required to make and the source of the account from which the payment will be made.

Attachments: September 2024 Warrant Log

Warrants are prepared by the District Manager, Office Support and/or Trustee Rocha. The warrant requests were reviewed and approved by a person who did not prepare the warrants and signed by those involved in their preparation.

VI. GENERAL MANAGER’S REPORT

A. Burials:

September 2024	5	Calendar (YTD)	72	September 2024	5	Calendar (YTD)	72
Resident	3	Resident	44	Casket	4	Casket	37
Non-Resident	2	Non-Resident	28	Cremation	1	Cremation	35

Fiscal (YTD)	22	Fiscal (YTD)	22	Other (Monthly)	6	Other (YTD)	16
Resident	14	Casket	15	Pre-Needs	4	Pre-Needs	8
Non-Resident	8	Cremation	7	Vases	2	Vases	8

B. Bank Accounts:

Presented by: Jeff Hood

Requested Action/Purpose: Discussion, activity, and balance of bank accounts at Oak Valley Community Bank.

Attachments: September 2024 Statements

Oak Valley Community Bank checking account ending in #2674.
 September activity – earned interest of \$2.44.
 Balance of \$19,818.09.

Oak Valley Community Bank checking account ending in #4782.
 September activity – earned interest of \$34.40.
 Balance of \$83,945.16.

VII. NEW BUSINESS

A. 2024-2025 Budget Amendment – Benefits Coverage & Irrigation Repair Costs

Presenting: Terri Rocha / Laura Alcantor

Requested Action/Purpose: Discuss possible modification in budget amount for health benefits and emergency irrigation repair.

Attachments: None

The District Manager is reviewing offsetting expenses, discontinuing out-sourced support and likely adjustment to budget for benefits. Due to emergency irrigation circumstances of water main break that directly impacted electrical between the bathroom and shop, The Board approved the emergency expense. Trustee Hogue motioned to allot all recent water pipe repair expenses to the capital expenditure account. Trustee Rocha seconded the motion.

B. Fire Extinguisher Recertification

Presenting: Laura Alcantor / Jeff Hood

Requested Action/Purpose: Discuss cost, liability and options for equipment on site.

Attachments: None

There is 2024-2025 budget for Jorgenson Fire to inspect. Annual extinguisher certification tags are complete on 4 of 5 units. This has been requested for scheduling with Jorgensen.

VIII. OLD BUSINESS

A. American Legion Request to Relocate or Add New Flagpole

Presenting: Terri Rocha / Laura Alcantor

Requested Action/Purpose: Pending American Legion progress reporting.

Attachments: None

Two American Legion staff have visited Burwood to review the site and inquire about geography, project overview, and ability to include all 7 proposed flags and lighting on the center flagpole. No timing or actions have been planned by American Legion, at this time.

B. Irrigation Issue – Future Gardens 21-26

Presenting: Laura Alcantor

Requested Action/Purpose: Discussed replacement decoder order/installation.

Attachments: None

Sprinkler controller decoder units will be ordered. Anticipated cost of about \$700.00 for materials.

IX. ITEMS TOO LATE FOR THE AGENDA

Recently received YELP review was positive.

The third mower is being returned from Westurf today – repairs were incomplete.

X. ANNOUNCEMENTS BY TRUSTEES

Requested change in date for November Board Meeting to November 20th, 2024.

XI. ANNOUNCEMENT OF FUTURE BOARD MEETINGS

Regular Board Meetings are held the second Wednesday of every month at 11:00 a.m. at the Cemetery Office located at 28320 E. River Road, Escalon, CA 95320. The next Regular Meeting of the Board of Trustees is scheduled for November 20, 2024.

XII. ADJOURN

The meeting was adjourned at 11:44 a.m.