

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

**MINUTES**

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**Wednesday, June 14, 2023  
11:00 a.m.**

**I. CALL MEETING TO ORDER**

The meeting was called to order at 11:10 a.m.

**II. ROLL CALL**

Trustee, Lynn Hogue - Present  
Trustee, Terri Rocha - Present  
Manager, Laura Alcantor - Present

**III. APPROVAL OF AGENDA AS POSTED OR AMENDED**

Trustee Hogue made a motion to approve the agenda as posted. Trustee Rocha seconded.

**IV. PUBLIC COMMENT**

No public present.

**V. CONSENT CALENDAR**

**A. Minutes:** Approval of the minutes from the Regular Board Meeting on May 10, 2023.

Trustee Hogue made a motion to approve the minutes from the Regular Board Meeting on May 10, 2023. Trustee Rocha seconded.

**B. Financial Statements:**

Presented by: Laura Alcantor

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

Attachments: May 2023 County financial statements.

The financial reports were reviewed and approved.

YTD 44001 Revenue \$355,532.35 Expenses YTD \$220,651.93. YTD Net gain of \$121,338.61. Fund balance of (\$106,537.99).

YTD 44005 \$82,165.00 with balance of \$156,213.00 – Pre-Need

YTD 44072 \$62,796.92 with balance of \$930,256.66 - Endowment

YTD 44091 \$21,812.00 with balance of \$369,918.96 – Capital Outlay

A \$100.00 refund check was authorized to the Cheek family due to an amended interment agreement.

**C. Warrants for Bills, Invoices and Required Payments:**

Presented by: Laura Alcantor

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: Warrants Log

Warrants are prepared by either the District Manager or a Board Trustee. The warrant request is reviewed/approved by a different person, either the District Manager or a Board Trustee and signed by both. Trustee Hogue reviewed the prior months warrants requests and found no discrepancies.

**VI. GENERAL MANAGER’S REPORT**

**A. Burials:**

The following is a list of the burials to date, with confirmation regarding whether the burials were of residents or non-resident and casket or cremation.

<b>Calendar YTD</b>	<b>39</b>	<b>May 2023</b>	<b>6</b>	<b>May 2023</b>	<b>6</b>		<b>Calendar YTD</b>	<b>39</b>
Resident	20	Resident	6	Casket	4		Casket	27
Non-Resident	19	Non-Resident	0	Cremation	2		Cremation	12

<b>Fiscal YTD</b>	<b>95</b>	<b>Total</b>	<b>95</b>
Resident	56	Casket	59
Non-Resident	39	Cremation	36

**B. Bank Accounts**

Presented by: Laura Alcantor

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

Attachments: Most recent bank statements dated May 31, 2023.

Oak Valley Community Bank checking account #10704782 has a balance of \$83,536.40.  
Oak Valley Community Bank checking account #10702674 has a balance of \$19,166.86.  
A reconciliation was completed for both accounts.

**VII. NEW BUSINESS**

None

**VIII. OLD BUSINESS**

**A. Benefits for New Groundskeeper**

Presented by: Laura Alcantor

Requested Action/Purpose: Update regarding medical, dental, and vision benefits.

Attachments: None

Discussed final quotes for medical, dental and vision benefits. Trustee Rocha made a motion to accept benefits proposed for both eligible full-time groundskeepers from the new providers. Trustee Hogue, seconded. This plan will go into effect on July 1, 2023. The District Manager declined coverage due to current medical, dental, and vision benefits provided by her spouse's employer.

**B. Final Budget Planning for Fiscal Year 2023-2024**

Presented by: Laura Alcantor

Requested Action/Purpose: Review proposed budget and vote to approve.

Attachments: Proposed budget.

Reviewed small adjustments to the proposed Budget for Fiscal Year 2023-2024. Discussed several large-scale improvement projects for next fiscal year. These projects include purchasing a small, new, lower to the ground trailer for headstone placement, upgrading, and expanding the irrigation system to provide better coverage, rebuild failing fountain structure, replace worn chairs in the office, painting garden numbers on the roadways and garbage cans for easier grave location, and have a permanent map of the cemetery grounds. Several of these items will fall under the Capital Outlay fund. Trustee Hogue made a motion to approve the budget as presented and Trustee Rocha 2<sup>nd</sup>. The approved budget was emailed to Tod Hill in the County Auditor Controller's Office.

**IX. ANNOUNCEMENTS BY TRUSTEES**

None

**X. 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, California. The next Regular Meeting of the Board of Trustees will be held on July 12, 2023, at 11:00 a.m.

**XI. ADJOURN**

The meeting was adjourned at 12:03 p.m.