

**ELSINORE VALLEY CEMETERY DISTRICT
18170 COLLIER AVENUE
LAKE ELSINORE, CA 92530
October 13, Regular Board Meeting
MINUTES**

- I. CALL TO ORDER**— Meeting called to order by Chairman Underdown at 10:02 a.m.
- II. PLEDGE OF ALLEGIANCE**— Pledge of Allegiance was led by Michael Blake.
- III. ROLL CALL**- Administrative Assistant, Michael Blake

PRESENT: Tim Underdown, Chair
Janice Jackson, Vice Chair
Thomas Buckley, Trustee
Karen Snyder, Trustee
Rose Tompkins, Trustee
Denice Enochs, District Manager/Board Treasurer
Michael Blake, Administrative Assistant/Board Secretary
John Cavanaugh, Cavanaugh Law
Stephanie Garcia, Paralegal Cavanaugh Law

- IV. PUBLIC COMMENTS**— No public was in attendance.
- V. CONFIRMATION OF AGENDA**

Trustee Tompkins motioned to accept the agenda as presented. Trustee Snyder seconded the motion which carried unanimously (5-0).

Chair Underdown-Yes
Vice Chair Jackson-Yes
Trustee Buckley-Yes
Trustee Snyder- Yes
Trustee Tompkins-Yes

VI. CONSENT CALENDAR

- A. Approve Expenditures September 8 – October 13. 2016
Petty Cash September 2016
- B. Approval of Minutes of the Regular Board Meeting of September 8, 2016
- C. Manager's Report
a. Monthly Report

Signed: _____ Date: _____

- b. General Ledger
- c. Balance Sheet
- d. Building Project

D. Operations Report

Trustee Jackson motioned to approve the Consent Calendar. Trustee Tompkins seconded the motion which carried unanimously (5-0).

Chair Underdown-Yes
Vice Chair Jackson-Yes
Trustee Buckley-Yes
Trustee Snyder- Yes
Trustee Tompkins-Yes

VII. ACTION ITEMS

A. EVMWD Agreement

After discussion of Chairman Underdown and Trustee Snyder's meeting with Phil Williams and the Board's appreciation of their efforts, the Board took action.

Chairman Underdown motioned to accept the EVMWD Agreement as presented. Trustee Jackson seconded the motion which carried unanimously (5-0).

Chair Underdown-Yes
Vice Chair Jackson-Yes
Trustee Buckley-Yes
Trustee Snyder- Yes
Trustee Tompkins-Yes

B. Employee Holiday Bonus

Trustee Snyder motioned to give a \$35 Stater Brothers gift card for both Thanksgiving and Christmas. Trustee Jackson seconded the motion which carried unanimously (5-0).

Chair Underdown-Yes
Vice Chair Jackson-Yes
Trustee Buckley-Yes
Trustee Snyder- Yes
Trustee Tompkins-Yes

C. Employee Health Insurance – Tabled

Trustee Snyder motioned to table this item and directed staff to gather more information. Vice Chair Jackson seconded the motion which carried unanimously (5-0).

Chair Underdown-Yes
Vice Chair Jackson-Yes
Trustee Buckley-Yes
Trustee Snyder- Yes
Trustee Tompkins-Yes

D. Public Cemetery Alliance

Trustee Snyder motioned to receive and file this item. Chairman Underdown seconded the motion which carried unanimously (5-0)

Chair Underdown-Yes
Vice Chair Jackson-Yes
Trustee Buckley-Yes
Trustee Snyder- Yes
Trustee Tompkins-Yes

E. Willy Ventura – Ventura Engineering

Chairman Underdown motioned to continue this item to the SBM of Wednesday 10/19/16. Trustee Snyder seconded the motion which carried unanimously (5-0).

Chair Underdown-Yes
Vice Chair Jackson-Yes
Trustee Buckley-Yes
Trustee Snyder- Yes
Trustee Tompkins-Yes

VIII. CLOSED SESSION – no closed session

IX. STAFF COMMENTS

Ms. Enochs informed the Trustees the Lake Tahoe Conference was very informative. David Aranda was the speaker on the governance portion: be prepared, work hard, commit time, think about the future, leave a legacy, campaign as individuals but serve as a Board. Other topics included new legislation on the succession of ownership of internment rights, ADA compliance and emergency/safety training.

X. BOARD COMMENTS

Signed: _____ Date: _____

Chairman Underdown discussed the ADA compliance and how it relates to our public restroom situation. He asked that it be put on the agenda for decision at the next Regular Board Meeting.

Chairman Underdown provided to the Trustees an Emergency Response Guide Mark Marshall from GSRMA presented.

Trustee Buckley spoke about ADA compliance.

Trustee Tompkins thanked Chairman Underdown and Trustee Snyder for their attendance at EVMWD.

Trustee Tompkins also asked if there are any Memorial Day planning meetings scheduled.

Trustee Snyder thanked everyone for all that they do.

Vice Chair Jackson thanked staff and Chairman Underdown for their attendance at the conference.

- XI. ADJOURNMENT-** Next Regular Board Meeting for the Board of Trustees is scheduled for Thursday November 10th at 10:00 a.m. Special Board Meeting will be held Wednesday, October 19th at 1:00 p.m.

Trustee Snyder motioned to adjourn the meeting at 10:52 a.m. Trustee Jackson seconded the motion.