

MINUTES

BOARD OF TRUSTEES - WORKSHOP MEETING

MAY 9, 2017

1. The Meeting was called to order by Chairman, Leonard Orsolini

2. ROLL CALL -
Trustees Present - Leonard Orsolini, Gordon Takemoto, David Oseto and Roy Hebard
Staff Present - Harley Forrey and Laurie McAfee
Absent - Mark Reimer

3. PRELIMINARY REVIEW OF AGENDA ITEMS FOR MEETING TO BE HELD ON
MAY 16, 2017 - No action taken.

4. ADJOURNMENT - Roy made a motion to adjourn the meeting. Gordon seconded. All in
favor, motion carried.

NEWCASTLE, ROCKLIN, GOLD HILL

CEMETERY DISTRICT

TRUSTEES

Mark Riemer
Rocklin, CA 95677
(916) 770-5404

Leonard Orsolini
Newcastle, CA 95658
(916) 663-3428

Roy Hebard Jr.
Loomis, CA 95650
(916) 652-5744

850 TAYLOR ROAD
NEWCASTLE, CA 95658
(916) 663-4660
FAX (916) 663-4313

MINUTES

BOARD OF TRUSTEES MEETING

May 16, 2017

TRUSTEES

Gordon Takemoto
Loomis, CA 95650
(916) 663-2209

David Oseto
Newcastle, CA 95658
(530) 885-9180

Harley Forrey
District Manager

1. The meeting was called to order by Chairman, Leonard Orsolini
2. ROLL CALL - Trustees Present - Leonard Orsolini, Gordon Takemoto, David Oseto and Roy Hebard
Staff Present - Harley Forrey and Laurie McAfee
Absent - Mark Riemer
3. PUBLIC COMMENT - None
4. MINUTES WORKSHOP - No Workshop Meeting held April 11, 2017.
5. MINUTES - Gordy made a motion to approve the minutes of the regular meeting held April 18, 2017.
Roy seconded. All in favor, motion carried.
6. MONTHLY BILLS - Gordon made a motion to approve the list of monthly bills for April 2017. Roy seconded. All in favor, motion carried.
7. MANAGEMENT REPORT -
 - A. Rocklin Cemetery Knox box - As a requirement of the City of Rocklin Fire District, a box was installed at our cost of \$365.00.
 - B. Rocklin Cemetery Master Plan - As previously requested by the Board, the original master plan was located and presented to the Board.
 - C. Financial Report for April/Year to date - Harley reviewed the report explaining that we are well within the budget set for FY 2016/2017.
 - D. Harley taking time off - Harley will be off May 11th and 12th.
 - E. June Board Meeting - Harley requested that the Board change the location of the Board meeting for June 20, 2017 to the newly renovated Rocklin Office to give the Board the opportunity to view the site.

8. OLD BUSINESS -

- A. Rocklin Cemetery Office ADA - Nothing to report.
- B. Select date for Budget Committee Meeting - No date selected yet.

9. NEW BUSINESS -

- A. Drawings and estimated cost for new Pavilion cremation garden at Newcastle Cemetery - Harley recommended that we move forward with the design submitted by Christy Vaults and to begin the process of obtaining bids. Roy made a motion to proceed as recommended. Gordon seconded. All in favor, motion carried.
- B. Rocklin Cemetery Cremation Estates - Harley recommended hiring Warren Engineering to survey the area for the amount of \$1,500.00. Roy made a motion to proceed with the recommendation. Gordon seconded. All in favor, motion carried.

10. CORRESPONDENCE -

- A. PCA Annual Meeting - Harley and Laurie will attend for one day on Thursday, August 24, 2017.

11. OPEN FLOOR DISCUSSION -

- 12. ADJOURNMENT - Roy made a motion to adjourn the meeting. Gordon seconded. All in favor, motion carried.