

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

REGULAR MEETING MINUTES

**Wednesday, August 14, 2024
11:00 a.m.**

I. CALL MEETING TO ORDER

The meeting was called to order at 11:03 a.m.

II. ROLL CALL

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

All were present, Laura joined at 11:10 a.m.

III. APPROVAL OF AGENDA AS POSTED OR AMENDED

Trustee Rocha moved to approve the agenda and Trustee Hogue seconded the motion.

IV. PUBLIC COMMENT

None were received.

V. CONSENT CALENDAR

- A. **Minutes**: Approval of minutes from the Regular Board Meeting on July 10, 2024.

Trustee Hogue moved to approve the minutes and Trustee Rocha seconded the motion.

- B. **Financial Statements**:

Presented by: Laura Alcantor

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

Attachments: July 2024 Financial County Reports

YTD (July 2024)

44001 Revenue \$ 22,398.92 Expenses \$ 28,803.08 - Fund Balance of (\$134,751.80).

44005 \$ 18,221.00. Fund Balance of \$ 317,680.00 - Pre-Need

44072 \$ 16,727.00. Fund Balance of \$1,034,112.66 - Endowment

44091 \$ 6,333.00. Fund Balance of \$ 391,390.23 - Capital Outlay

San Joaquin County, End of Fiscal Year "Final" reports to be provided to Board separately.

Trustee Rocha moved to approve the financial reporting and Trustee Hogue seconded the motion.

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: July 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:

Calendar YTD	56	July 2024	6	July 2024	6	Calendar YTD	56
Resident	34	Resident	4	Casket	4	Casket	26
Non-Resident	22	Non-Resident	2	Cremation	2	Cremation	30

Fiscal YTD	6	Total	6
Resident	4	Casket	4
Non-Resident	2	Cremation	2

Pre-Needs Month (YTD) 4 (04)
Additional Vases Purchases 6 (06)

B. Bank Accounts:

Presented by: Jeff Hood

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

Attachments: July 2024 Statements

Oak Valley Community Bank checking account ending in #2674.
July activity – payment for EDD \$329.78 and reimbursement for EDD deposit of \$329.78, earned interest of \$2.50.
Balance of \$19,813.13.

Oak Valley Community Bank checking account ending in #4782.
July activity – earned interest of \$35.51.
Balance of \$83,875.23.

VII. NEW BUSINESS

A. Casket Liner Provider Change – Pettigrew & Sons to Pick-Up only

Presenting: Laura Alcantor

Requested Action/Purpose: Interim direct drop ship from Polyguard in Utah.

Attachments: None

20 Units have been ordered. Delivery expected before the end of August. Polyguard is looking to establish a new West Coast distributor replacing Pettigrew & Sons. Polyguard is being established as a new provider with San Joaquin County.

VIII. OLD BUSINESS

A. Uniform Company Change – Mission to Vestis (formerly ARAMARK)

Presenting: Jeff Hood

Requested Action/Purpose: Reduce uniform expense for improved service.

Attachments: None

Mission accepted negotiation of final cost for service cancellation. Vestis service coverage has begun.

B. Mower #3 Repair

Presenting: Laura Alcantor

Requested Action/Purpose: Status update on mower repair

Attachments: Photo of required weld

An expected repair quote from West Turf had not been received prior to today's meeting. Once received, the quote will be shared for discussion with the Board.

C. Cemetery Parking Lot Striping & No Parking

Presenting: Jeff Hood

Requested Action/Purpose: Update on striping and stenciling.

Attachments: None

The project has been completed. Additional Exit Only and/or One-Way directional signs are to be considered for the outbound driveway.

IX. ITEMS TOO LATE FOR THE AGENDA

Discussion regarding a contract modification to include "Prices Subject to Change". Additionally, inquiries for pricing details provided by e-mail should include similar wording of "prices are subject to change" and/or use of "the price quoted is good for 30 days".

Vector Control Mosquito Abatement visit had positive results. Improved findings are due to improved Décor enforcement.

X. ANNOUNCEMENTS BY TRUSTEES

No announcements were made.

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 September 11, 2024.

XII. ADJOURN

The meeting was adjourned at 11:50 a.m.