

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

**REGULAR MEETING MINUTES**

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**Wednesday, July 10, 2024  
11:00 a.m.**

**I. CALL MEETING TO ORDER**

The meeting was called to order at 11:02 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 Hogue moved to approve the agenda and Trustee Rocha seconded the motion.

**IV. PUBLIC COMMENT**

None were received.

**V. CONSENT CALENDAR**

- A. **Minutes**: Approval of minutes from the Regular Board Meeting on June 12, 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: June 2024 Financial County Reports

YTD (June 2024)

44001 Revenue \$ 8,825.00 Expenses \$ 16,860.29 - Fund Balance of (\$128,347.64).

44005 \$ 6,125.00. Fund Balance of \$ 299,459.00 - Pre-Need

44072 \$ 3,100.00. Fund Balance of \$1,017,385.66 - Endowment

44091 \$ 800.00. Fund Balance of \$ 385,057.23 - Capital Outlay

The actual deposit to account 44001 was \$9,275.00 difference of \$450.00 represented a refund of a prior burial purchase. All posted transactions are accurate. NOTE – In agreement with our Auditor, that Insurance Claim from June Break-Ins to be posted to 44001 OTHER FINANCING SOURCES to align with their expectations.

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: June 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	50	May 2024	9	May 2024	9	Calendar YTD	50
Resident	30	Resident	7	Casket	2	Casket	22
Non-Resident	20	Non-Resident	2	Cremation	7	Cremation	28

Fiscal YTD	78	Total	78
Resident	50	Casket	37
Non-Resident	28	Cremation	41

**B. Bank Accounts:**

Presented by: Jeff Hood

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

Attachments: May 2024 Statements

Oak Valley Community Bank checking account ending in #2674.  
 April activity – earned interest of \$2.44.  
 Balance of \$19,810.63.

Oak Valley Community Bank checking account ending in #4782.  
 April activity – earned interest of \$34.35.  
 Balance of \$83,839.72

**VII. NEW BUSINESS**

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

Presented by: Laura Alcantor

Requested Action/Purpose: Reduce uniform expense for improved service.  
Attachments: None

The discovery of outstanding contractual requirements with Mission presents an issue to transition to Vestis. Due to service concerns with Mission, the Board recommended involving our attorney to send a letter to address issues with Mission regarding buy out expenses.

Jeff to notify Jamie, at Vestis, of the need to postpone future service agreement.

**B. Board Exception Inquiry**

Presented by: Terri Rocha

Requested Action/Purpose: Discussion for possible future interment.

Attachments: None

There was a discussion with the Board regarding the inquiry. Trustee Rocha moved to approve the exception request and Trustee Hogue seconded the motion. Jeff will advise the inquirer.

**VIII. OLD BUSINESS**

**A. Break-In & Theft discussion – Equipment taken, Damage replacement – Loss/Recovery Designation**

Presented by: Laura Alcantor

Requested Action/Purpose: 2 Roll up doors replaced. Equipment to be replaced.

Attachments: None

The insurance company processed our loss claims. The District received two checks totaling \$6,059.92.

**IX. ITEMS TOO LATE FOR THE AGENDA**

No items were presented.

**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 August 14, 2024.

**XII. ADJOURN**

The meeting was adjourned at 11:45 a.m.