

## MURPHYS CEMETERY DISTRICT

Minutes of the Board of Directors meeting of January 15, 2020

**CALL TO ORDER:** The meeting was called to order by Chair Karen Kaua at 7:02 PM in the Murphys Historical School. Present were Trustees Jeff St. Louis, Maureen Elliott, Karen Kaua, Kristi Darby and Patti Cripe.

**QUORUM:** A quorum of five board members was present.

**PUBLIC COMMENTS:** None

**APPOINTMENT OF BOARD OFFICERS FOR 2020:** Karen Kaua was nominated for Chair, Krist Darby for Vice Chair, Maureen Elliott for Secretary/Board Clerk. They all accepted the nominations. Elliott moved that the positions be filled as named, Darby seconded the motion and it passed 5/0

**MINUTES:** Darby moved to accept the Minutes of the Regular meeting of October 16, 2019. The motion was seconded by Cripe and passed 5/0.

### **CORRESPONDENCE:**

1. The Calaveras County Tree Mortality program provided a schedule of operations.
2. A complaint from a descendent of a deceased veteran was received: That the small American flag they placed on their father's grave was removed when the other American flags were taken for the winter. Elliott replaced it with a brand new flag from the cemetery's supply.

### **GROUNDSKEEPER REPORT:**

The groundskeeper sent a report stating that he has been working on cleaning up along the entry road into the cemetery. He plans to work his way through the cemetery from the entrance, trimming brush and tree limbs along the roads.

He requested that road base be provided for an area on Cemetery Loop that has soft dirt where people are parking. Since Guy Jordan has been hired to install road base gravel throughout the cemetery, Elliott will contact Jordan to request that this area be gravel covered adequately, even if that means an additional amount of gravel over what his bid includes.

Elliott told the board that a neighbor, M. Peccia, had accosted the groundskeeper when he was trimming brush along Cemetery Lane next to the Peccia property, and told him to stay away from his property.

A community service worker with 14 hours to serve called and Elliott put him in contact with the groundskeeper. All the items requested by the groundskeeper last month were purchased and delivered to him.

Darby asked if the wood benches had been removed from plots. Kaua will call the groundskeeper and request that he do that.

### **OLD BUSINESS:**

1. Elliott gave a report on the repair of the entry gate by Valley Entry Systems. It took four trips by them before the gate was fixed and would open and close on schedule.
2. The website training held by Streamline was discussed. Elliott, Kaua and Darby attended the training.
3. The deadline for Sexual Harassment Prevention training was Dec 30. Only one board member still needs to complete this training.

### **NEW BUSINESS:**

1. The question of whether the cemetery needs to pay to have the cell phone number listed in the AT&T phone book was brought up. Since AT&T has not provided a printed phone book to customers for several years, it does not seem needed. Darby moved that we stop listing the cemetery phone number. St. Louis seconded the motion and it passed 5/0.
2. The fallen cross in the IOOF section of the cemetery was discussed. Elliott reported that the local Congregational Church had replied to the letter sent to them and they would like to be allowed to replace the cross. They do not have a timeframe since funds will need to be raised to complete the project.
3. Elliott told the board that Tanner Boone had been shown the broken historic grave marker from the Schaeffle family plot and he will let us know the cost to repair it.
4. The new CalPers annual fee of \$200 was discussed. The board requested that Elliott contact CalPers again and ask how we can be released from this fee requirement. According to the County Auditor dept. we are the only cemetery district in the county charged that fee.
5. A discussion was held on which spraying company to use for weed spraying. Kaua moved that Angels Pest Co. be hired to spray for weeds in 2020. Cripe seconded the motion and it passed 5/0
6. Monthly safety brochures: "Work Place Violence" and "Bloodborne Pathogens-Don't take the risk" were discussed and will be provided to the groundskeeper

**FINANCIAL REPORTS**

1. County financial reports YTD November 30, 2019 report was presented. Elliott told the board that the principal of the Endowment Fund is now \$65,957 and that the Endowment Fund Interest is \$5,030.41. The Reserve Fund balance is \$277,842.21
2. Budget vs Actuals and Itemized Category Reports YTD November 30, 2019 were presented.
3. Invoices: Invoices were presented for: AT&T in the amount of \$ \$9.28 due 12/24/2019 for the phone book listing and \$80.77 due 12/17/2019 and \$64.98 due 1/11/2020 for phone service; Cal Waste \$43.42 for 2 months bin rent; CAPC \$63 for annual membership fee; Jeff St. Louis \$21.95 for cost of training; Maureen Elliott \$34.98 for domain name renewal; CalPers \$200; Streamline \$600 for annual website fee; Maureen Elliott \$894.33 for tool purchase reimbursement and \$123.33 for office supplies. Darby moved that all invoices be approved for payment. Kaua seconded the motion and the motion passed 5/0.

**TRUSTEE REPORTS/ITEMS OF INTEREST:** None

**DATE OF NEXT MEETING:** February 19, 2020 at 7PM

**ADJOURNMENT:** Elliott moved that the meeting be adjourned. Darby seconded the motion and the motion passed 5/0. The meeting adjourned at 8:54 PM