

PALO VERDE CEMETERY DISTRICT

MINUTES FROM JUNE 3, 2024

CALL TO ORDER

The meeting was called to order at 1:27 p.m. by President Richard Phipps.

ROLL CALL

Present were Richard, Marilee Harkinson, and Susie Forrest. Sandra VanDyke has submitted her resignation.

PLEDGE OF ALLEGIANCE was conducted.

APPROVAL OF THE AGENDA

Marilee moved to approve the agenda. Richard seconded the motion. Motion carried.

PUBLIC COMMENTS

None

MINUTES

Marilee moved to approve the minutes from April 22, 2024. Richard seconded the motion. Motion carried.

TREASURER'S REPORT

Marilee gave the Treasurer's report. The balances are as follows: Mechanics Bank checking-\$173,586.13; Mechanics Bank money market-\$394,215.54.

OLD BUSINESS

Susie reported that all items have been received for the Jib crane project and the contractor is expected to start work this week.

Susie reported that that she has been soliciting insurance quotes for the cemetery's policies. After review, Marilee moved to award the necessary insurance policies to Golden State Risk Management. Richard seconded the motion. Motion carried.

NEW BUSINESS

Susie presented the audit engagement letter for board approval. Marilee previously reviewed the letter and moved to approve the letter. Richard seconded the motion. Motion carried.

The board members reviewed the local biennial notice. Richard moved that no changes be made at this time. Marilee seconded the motion. Motion carried.

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TRUSTEES COMMENTS

Marilee expressed her gratitude for Sandra's long service on the board.

Richard suggested that we contact Sonny Hernandez to see if he has any interest in serving. If so, Susie will provide the documents he needs and forward them to the Riverside County Supervisor's Office for review.

Richard complimented cemetery staff on the Memorial Day celebration. It went very well.

MANAGER'S REPORT

Susie reported that when the Jib crane is installed Frye Chapel staff will need to be trained on its usage.

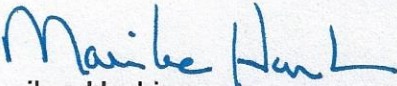
The cemetery's annual budget is due August 23, 2024.

A notice was received from the county that they are doing an apportionment adjustment for prior fiscal years. The cemetery's cut is \$198.61.

Susie asked Richard to appoint a committee to develop a liability waiver document. Susie and Marilee will comprise the committee and report back at the next meeting.

ADJOURNMENT

The meeting was adjourned at 2:13 p.m.


Marilee Harkinson
Treasurer