

The Board of Trustees of the Palo Verde Cemetery met on February 26, 2024 at the office of the cemetery.

Roll call and Pledge of Allegiance was led by President Richard Phipps at 1:33 pm.

Marilee made motion to approve the agenda, Richard seconded, approved.

No Public Comments.

Minutes from January 22, 2024 meeting were approved. Sandra made the motion, Richard seconded.

Treasurer's report: Mechanics checking account: \$158,887.53 Savings account: \$390,079.01 \$150,000.00 was transferred from checking to savings. \$1045.75 interest was made on the account.

Old business: A letter of notification concerning unloading of headstones was sent to Frye Chapel to clear up days of receiving and unloading of them. Marilee made motion to write letter, Richard seconded and all were in favor of sending the letter.

New Business: The audit review/approval was looked at. Richard made motion, Marilee seconded. All in favor.

Sick leave policy was discussed and reviewed. Marilee made motion to accept, Richard seconded. All in favor. Policy is set by State, but reviewed for our benefit.

Manager's Report: Discussion of Jib crane and the need for it to be mounted. Manuel Sanchez may be able to do this. It will be a great help in the loading and unloading of headstones.

Staffing: Emily Phelps has been hired to help in the office. Paul Gonzalez is the new outside man. David will be leaving in March to work for the prison system.

Meeting adjourned 2:09 Next meeting scheduled for March 25, 2024.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Sandra Van Dyke", written in a cursive style.

Sandra Van Dyke, Secretary