

ATASCADERO CEMETERY DISTRICT**BOARD OF TRUSTEES MEETING****July 24, 2024**

The Atascadero Cemetery District Board of Trustees met on Wednesday, July 24, 2024. The meeting was called to order by Board Chair Margaret Marshall at 10:00 a.m. Also, present were Trustee Jay DeCou and District Manager Cindy Summers.

No public comment.

The Board of Trustees reviewed and approved the minutes of the June 19, 2024, regular board meeting, with 2 corrections, change the next board meeting from JUNE to JULY and from the 19th to the 24th. MMSC Decou/Marshall All ayes.

The trustees reviewed the June 2024 Bank of America statement and the deposit of \$24,537.01 to the San Luis Obispo County Treasurer's Office. This was the largest deposit for the fiscal year.

The trustees reviewed the June warrant report.

Correspondence

The CAPC newsletter had been given to each Trustee. Margaret Marshall, Jay DeCou and Cindy Summers will be attending the CAPC meeting in San Luis Obispo in October. The information regarding Initiative 1935 was discussed.

Old Business

The Trustees were given a copy of the 2023 audit for their review.

The sample Workplace Violence Prevention Policy from CAL OSHA was customized for the cemetery. There is a binder with the policy and the components of the program that will be kept in the District Manager's office. MMSC for staff to be reimbursed \$100 per quarter to compensate for the requirement to carry their phones for safety communications as per the policy and for their general communication use for workplace purposes. Marshall/DeCou All Ayes. MMSC to accept the Workplace Violence Prevention Policy as presented. DeCou/Marshall All Ayes. The policy was signed by DM Summers and Trustees Marshall and DeCou as required.

New Business

- A. The Trustees reviewed the burial report for June. 9 total burials that included 4 ash and 5 full body. The annual count for the fiscal year was 72 burials, 40 ash and 32 full body. The average income per burial was discussed.
- B. The Trustees approved 2 certificates of burial.
- C. MMSC to keep the Trustee positions the same, Marshall to continue as Chairman of the Board. DeCou/Marshall All Ayes. The succession plan was reviewed.
- D. DM Summers presented her manager's report which included: The alarm system is being converted to cell communication, the John Deere mower was serviced, the back hoe got 2 new tires, the exterminator got rid of bees in a ground nest in Section P, the Trailblazer had a broken windshield replaced, a water leak in Section F had to be fixed, we are replacing several sprinklers, an oak tree branch broke off, the back hoe is going in to service for a fuel leak and the owl boxes have been assembled and placed

around the cemetery. We received a scholarship for training from GSRMA. The VFW and Kiwanis are still working on the flag project.

E. The warrants were reviewed and approved.

F. The next board meeting was set for Wednesday August 21st at 10am.

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Meeting adjourned at 11:12am.

Respectfully submitted: Cindy Summers, District Manager