The Board of Trustees meeting of the Porterville Public Cemetery District held Friday January 28, 2022 at 7:03 a.m. at the District Office.

**PRESENT:** Trustee Phil Larson, Trustee Dolores Garcia and Trustee Steve Chamberlain. Also present Larry McKelvy, Tina Bonilla and Marilou Monsivais.

**PLEDGE OF ALLEGIANCE:**

**ELECTION OF OFFICERS:** The Board agreed to continue as the previous year which is as follows; Phil Larson Chairperson, Dolores Garcia 1st Chairperson, and Steve Chamberlain 2nd Chairperson. This was approved with 3 EYES, 0 NOES, 0 ABSENT, 0 ABSTAIN.

**BOARD ORDERS:** Following a review of the Board Orders the Board moved to have them approved. This motion approved the Board Orders for December 2021 payroll in the amount of $49,079.44 and December 2021 bills in the amount of $23,340.31. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried.

**MINUTES:** After a review of the minutes for December 2021 the Board moved to have them approved. This was approved on a motion by Trustee Dolores Garcia and seconded by Trustee Steve Chamberlain. Motion carried.

**PINE PEDRONCELLI &**

**AGUILAR INC:** **2020/21 Financial Statement Draft:** Marilou thought the Board meeting started at 7:30 am. This was moved to the end of meeting to give Marilou time to arrive.

**PUBLIC COMMENT:** None

**MISC. DISCUSSION:** **①** **Covid-19:** Larry informed the Board that we had 6 employees out during the month for Covid and that everyone is doing well at this time. **②** **Hillcrest Roads:** Larry informed the Board that Bartlett Construction should be starting this soon. Trustee Phil Larson mentioned that he had talked to Brian Bartlett and that he informed Phil that they are hoping to get started in 6 weeks. **③** **CAPC-Annual Conference:** After a brief discussion it was determined that no one would be able to attend this conference. **④ Solar:** Larry informed the Board that he didn’t have time to check into this. This will be tabled to the February 2022 Board Meeting.

**PERSONNEL:** None

**EQUIPMENT:** Larry informed the Board that the transmission went out of the 2005 Chevy Dump Truck and that he had taken it to B&B Transmission to have it repaired, also that once we got it back about a week later, reverse went out of it and it is back at B&B Transmission to be repaired.

**CEMETERY GROUNDS OPERATION:** Larry McKelvy informed the Board of the burials for December 2021.

**PINE, PEDRONCELLI &**

**AGUILAR INC:** **2020/21 Financial Statement Draft:** Marilou Monsivais presented the 2020/21 Financial Statement Draft to the Board members and went through each section of the draft and answered any question the Board Members had. Marilou also made suggestions on the contract payment monthly spreadsheet balance.

**SUGGESTION BOX:** None

**OTHER:** Larry informed Trustee Phil Larson of his upcoming Ethic Training due February 18, 2022.

**ADJURNED:** The Board Meeting was adjourned on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia @ 8:37 on January 28, 2022.

**SIGNED BOARD MINUTES: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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