The Board of Trustees meeting of the Porterville Public Cemetery District held Friday July 29, 2022 at 7:05 a.m. at the District Office.

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

**PLEDGE OF ALLEGIANCE:**

**BOARD ORDERS:** Following a review of the Board Orders the Board moved to have them approved. This motion approved the Board Orders for June 2022 payroll in the amount of $47,887.30 and June 2022 bills in the amount of $48,823.72. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried. Trustee Dolores Garcia asked how many times a week the trash gets picked up. Larry informed the Board that this happens twice a week.

**MINUTES:** After a review of the minutes for June 2022 the Board moved to have them approved. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried.

**PINE, PEDRONCELLI**

**& AGUILAR:** **Engagement Letter:** Larry presented the Engagement Letter to the Board and explained that there are no changes to this letter and that the cost for the audit will be no more than $12,000.00. After a discussion the Board agreed to use Pine, Pedroncelli & Aguilar as our Auditor for Fiscal year 2021/22. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried.

**PUBLIC COMMENT:** None

**MISC. DISCUSSION:** **①** **CAPC-Annual Education Seminar:** Larry presented the board with the information and registration form for this seminar and informed the Board that this seminar will be held in South Lake Tahoe October 7, 8, 2022 and that the registration forms need to be turned in by September 5, 2022. **② Flag Pole-Springville Cemetery:** Larry informed the Board that he had talked to Greg Bartlett and he said that he would try and get this installed this month. Trustee Phil Larson asked to keep the VFW in Springville informed of this. **③ New Computer:** Larry informed the Board that we had purchased a new computer after Tina spilt water on the laptop computer causing it to quit working. Also that we had to have Oacys come and install all the data from the old hard drive onto the new computer. Larry also informed the Board that Oacys is going to get us a quote on having a server computer installed which would allow us to work from any computer in the office and having all our data backed up through them. **④ Juneteenth-Tina Bonilla:** Tina presented the Board with a paper explaining Juneteenth and informed the Board that this was adopted as a Federal Holiday, Tina also presented a copy of what Tulare County gets for paid holidays. Tina asked the Board to consider having Juneteenth, the day after Thanksgiving, December 24th Christmas Eve Day, and one personal holiday to be taken off at the request of the employee added to the districts paid holidays. After a discussion the Board asked Tina to find out if adding paid holidays are mandated or the Districts choice. Trustee Steve Chamberlain made a motion to have information gathered and bring to the August 2022 Board Meeting. This was seconded by Trustee Dolores Garcia. Motion carried

**PERSONNEL:** None

**EQUIPMENT:** Larry informed the Board that he had purchased two Echo weed-eater and that he asked Agri-home to contact him when they received an order of commercial weed-eaters. Larry explained that our older weed-eaters are not operating properly.

**CEMETERY GROUNDS OPERATION:** Larry McKelvy informed the Board of the burials for June 2022.

**SUGGESTION BOX:** None

**ADJOURNED:** The Board Meeting was adjourned on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia @ 8:08 on July 29, 2022.

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

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