The Board of Trustees meeting of the Porterville Public Cemetery District held Friday October 28, 2022 at 7:06 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 September 2022 payroll in the amount of $50,119.59 and September 2022 bills in the amount of $19,778.97. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried. The Board asked about our temp agency cost. Larry informed them that this cost is for the month of September.

**MINUTES:** After a review of the minutes for September 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.

**PUBLIC COMMENT:** Trustee Phil Larson stressed the importance of keeping the Board informed of any individuals that are upset with the district. Larry informed the Board that he would continue to do this. Larry also informed the Board that there are individuals that complain about their flowers being removed from their plots. Larry informed them that he follows the districts Rules & Regulations Pamphlet on flower removal and what is allowed.

**MISC. DISCUSSION:** **①** **PCA-Public Cemetery Alliance-Tina Bonilla:** Tina Bonilla informed the Board of the topics that were discussed at this seminar and that the one that she thought would benefit the district most was Hydretain which helps retain water so you don’t have to water as much. The board agreed that this would be something to look into. **② Health Insurance:** Tina Bonilla informed the Board that there will be no change in our insurance premiums this year and that an employee is adding his children to his policy and changing to a zero deductible which he will pay the difference from what the district covers. **③ Porterville Ghost Society:** Larry informed the Board that he had contacted Kathy Gwinn and informed her of the decision the Board made concerning her having tours at the cemetery which is as long as she did this during the day it would be okay

**PERSONNEL:** **①** **Employee’s Evaluations:** Larry presented the Board with his recommendation for pay increases. After a discussion the Board agreed to this as presented which is as follows, Richard Bocanegra 4.5%, Tina Bonilla 4.5%, Fidel Aguilar 5.0%, Tony Arellano 5.3%, David Herrera 5.7%, Lupe Rodriguez 5.7%, Michael Aguilar 5.0%, Christian Fernandez 3.0%, Elver Hernandez 3.0%. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried. **② Manager’s Evaluation: Closed Session.**

**Open Session:** The Board agreed on a 4.5% increase for Manager Larry McKelvy.

**EQUIPMENT:** None

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

**SUGGESTION BOX:** None

**OTHER:** **①** Larry informed the Board that Ryan Brannon with Golden State Risk Management Authority came by and introduced himself and gave Larry some information about programs GSRMA has for its members. **②** Trustee Dolores Garcia mentioned she heard about Green Burials and asked what this was. Trustee Phil Larson said it was a burial that vaults and caskets were not used. **③** The November Board Meeting is being moved to Tuesday November 29, 2022 due to the Holiday.

**ADJOURNED:** The Board Meeting was adjourned on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia @ 8:19 on October 28, 2022.

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

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