The Board of Trustees meeting of the Porterville Public Cemetery District held Friday October 27, 2023 at 7:02 a.m. at the District Office.

**PRESENT:** Trustee Phil Larson, Trustee Dolores Garcia, Trustee Steve Chamberlain. Also present Larry McKelvy, 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 2023 payroll in the amount of $50,889.20 and September 2023 bills in the amount of $19,561.04. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried.

**MINUTES:** **September Minutes**: After a review of the minutes for September 2023 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:** Larry informed the Board that a gentleman had approached him complaining about us picking up his cross from his plot. Larry informed him that on scheduled pick up day items need to be removed and can be brought back after we are done with the yard maintenance. This gentleman was angry that we will not leave his items and told Larry that if his cross got broken he was coming to see him. Larry informed this person that our employees take caution and are careful with items such as cross’s but reminded him that it is his responsibility to remove his items on scheduled mow days.

**MISC. DISCUSSION:** **①** **Golden State Risk Management Authority-Board Election:** Larry informed the Board that GSRMA is having there Board Election if any Board member is interested. After a discussion no one is able to do this at this time. **② Irrigation “O” Block:** Larry informed the Board that the irrigation is completed in this block and that Rainscape is coming to run the wires and once this is completed we will plant grass. **③** **Saint Anne’s Roads:** Larry informed the Board that he has gotten two quotes and is waiting on one more. Also mentioned that we are going to remove the three tree stumps and work on getting the power pole moved through Edison. **④** **Home of Peace Fence & Tree:** Larry informed the Board that a fire had started by a tree in Home of Peace Cemetery during the middle of the night and it burnt the tree and the privacy fence in this area. The district is going to remove this tree and replace the fence. **⑤** **Health Insurance-Tina Bonilla:** Tina informed the Board that the Districts insurance premium is increasing by 4.3% starting in December 2023 for January 2024 coverage.

**PERSONNEL:** **Employee’s Evaluations:** Larry presented the Board with recommendation for pay increases. After reviewing this the Board approved raises above what Larry had presented. These are as follows Richard Boacanegra 13%, Tina Bonilla 13%, Fidel Aguilar 9.5%, David Herrera 12%, and Elver Hernandez 14.3%. The Board also authorized Larry to give the new hires a $50.00 per month increase at their 6 month probation period. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried.

**Managers Evaluation: Closed Session.**

**Open Session:** The Board agreed on an 8.2% pay increase for Manager Larry McKelvy. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried.

**EQUIPMENT:** None

**CEMETERY GROUNDS OPERATION:** Larry McKelvy informed the Board of the Burials for September 2023.

**SUGGESTION BOX:** None

**OTHER:** **①** Larry informed Trustee Steve Chamberlain that he is scheduled for (Zoom) Harassment Training on Wednesday November 15, 2023 from 8-10 am here at the District Office. **②** The November Board Meeting was moved to Thursday November 30, 2023 due to the holidays.

**ADJOURNED:** The Board Meeting was adjourned on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia @ 8:50 on October 27, 2023.

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

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