The Board of Trustees meeting of the Porterville Public Cemetery District held Friday April 26, 2024 at 7:05 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 March 2024 payroll in the amount of $54,728.25 and March 2024 bills in the amount of $182,349.81. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried.

**MINUTES:** **March Minutes**: After a review of the minutes for March 2024 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:** None

**MISC. DISCUSSION:** **①** **Public Cemetery Alliance Training-Larry:** Larry informed the Board that he had attended this seminar at the Visalia Cemetery. Larry went over the topics that were covered at this event. Heat Illness Overview, Digging and Measuring, Eligible non-residents, Trustee’s Responsibilities. **② Flower Policy:** Larry presented the Board with this policy for review. After reviewing this and a discussion the Board gave their opinions. Larry and Tina are to work on this by simplifying parts of this policy. **③** **Government Compensation Report-Engagement Letter:** This was brought up at the March 2024 Board M**ee**ting. Larry informed the Board that he had talked to Marilou Monsivias with our Auditor; the letter that was sent was not the Engagement Letter but was for the Government Compensation Report that Larry is to sign and return to our Auditor. **④ Saint Anne’s Clean-up Quotes:** Larry presented the Board with 3 quotes to have dirt and cement curbs hauled off and cleaned up. Mac Engineering for $4,950.00, Bartlett Construction $5,460.00 and Rodger Patterson $ 4,500.00. After reviewing the quotes the Board went with Mac Engineering. This was approved on a motion by Trustee Dolores Garcia and seconded by Trustee Steve Chamberlain. Motion carried. Rodger Patterson was not registered with the Department of Industrial Relations.

**PERSONNEL:** None

**EQUIPMENT:** **① Mower Quotes:** Larry presented the Board with 3 quotes for new mowers. John Deere Z994R zero turn $18,847.97, John Deere 1550 $25,931.40, Kubota F3710 $32,563.48 and Toro 31900A $28,181.44. After reviewing these and a discussion the Board agreed to purchase the John Deere Z994R zero turn and a John Deere 1550. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried. **② Weed-eaters-Trimmers:** Larry informed the Board that he is wanting to purchase 2 or 3 new weed-eaters to replace the older ones. Our older weed-eaters are not running well. After a discussion the board agreed to this.

**CEMETERY GROUNDS OPERATION:** **①** Larry McKelvy informed the Board of the Burials for March 2024. **② Endowment Care:** Larry informed the Board that the District is not in compliance with the new minimum amount for Endowment Care as of January 1, 2024. After reviewing a CAPC Newsletter sent out by Bob Hunt and a discussion the Board agreed to make these changes to be in compliance.

**SUGGESTION BOX:** None

**OTHER:** Larry informed the Board that a lady had fallen at the Hugh’s service on April 25, 2024 putting her walker in her car and hit her head on a bench that was near by, an ambulance was called and she was transported from the cemetery. Trustee Dolores Garcia suggested documenting this incident for our records. Larry had talked to Jerry Hall and Ed Hugh’s with Myers Funeral Home about this and they said that she had fallen while putting her walker in her car.

**ADJOURNED:** The Board Meeting was adjourned on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia @ 8:43 on April 26, 2024.

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

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