The Board of Trustees meeting of the Porterville Public Cemetery District held Friday June 28, 2024 at 7:01 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 May 2024 payroll in the amount of $54,841.39 and May 2024 bills in the amount of $58,888.07. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried.

 The Board asked about defaulted contracts. Larry informed them that we have had a few that have been refunded part of their monies, also about property taxes. Larry informed them that we start receiving these from December to June, also asked about our poly vaults. Larry informed them that we order 33 of these at a time and that they come from Wyoming and are billed through Pettigrew and Sons Casket Company out of Sacramento Ca.

**MINUTES:** **May Minutes**: After a review of the minutes for May 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.

**2024-25 BUDGET:** Larry presented the Board the 2024/25 Budget proposal. After a discussion the Board agreed to this as presented. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried.

Trustee Dolores Garcia suggested refreshing the office and the restrooms.

**PUBLIC COMMENT:** None

**MISC. DISCUSSION:** **①** **Biennial Notice-Conflict of Interest:** Larry gave each Board Member a copy of our Conflict of Interest Policy. After reviewing the Conflict of Interest Policy it was decided that no Amendment is needed. Larry is to e-mail the Biennial Notice to the Clerk of the Board of Tulare County. **② Flower Policy:** Larry informed the Board that this policy will take effect August 1, 2024 and that it is posted on our web-site. Larry mentioned that he will be posting information about this policy change in the Porterville Recorder for two weeks starting July 1, 2024 and that we had placed signage all over each cemetery. After reviewing the completed policy the Board requested having flags may be placed on graves during Memorial Day and Veterans Day. **③** **George Kassab-Saint Anne’s Plots:** Larry informed the Board that he had talked to Bob Hunt about selling multiple plots at the Saint Anne’s Cemetery and he informed Larry that the Board is not required to sell plots to a church or organization. Public Cemeteries are for residential tax payers, churches or organization don’t qualify. **④** **C.A.P.C. Board Appointment:** Larry informed the Board that he had been nominated by Carol Griece and Danny Brown to fulfill a California Association of Public Cemeteries Board Member position term ending March 2025 and run as an incumbent for two years ending March 2027. After a discussion the Board agreed that Larry is able to fulfill this position and run in March 2025. This was approved on a motion by Trustee Phil Larson and seconded by Trustee Dolores Garcia. Motion carried.

**PERSONNEL:** None

**EQUIPMENT:** **① John Deere Mower’s:** Larry Informed the Board that the John Deere 1550 mowers is on the way and that we are still waiting on the new mower deck.

**CEMETERY GROUNDS OPERATION:** **①** Larry McKelvy informed the Board of the Burials for May 2024.

**SUGGESTION BOX:** None

**OTHER:** Trustee Dolores Garcia will not be able to attend the July 2024 Board Meeting.

**ADJOURNED:** The Board Meeting was adjourned on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia @ 7:58 on June 28, 2024.

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

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