The Board of Trustees meeting of the Porterville Public Cemetery District held Tuesday October 29, 2024 at 7:01 a.m. at the District Office.

**PRESENT:** Trustee Phil Larson, Trustee Steve Chamberlain, Trustee Dolores Garcia. 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 2024 payroll in the amount of $55,821.65 and September 2024 bills in the amount of $22,503.18. 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 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:** The Board asked if we had heard from any of the individuals that attended last month’s meeting. They were informed that we had not. The Board asked to be notified of any comments etc. at the Board Meetings.

**MISC. DISCUSSION:** **①** **Flower Policy:** The Board discussed what the public had talked about at the September Board Meeting. After further discussion the Board agreed to change the policy to allow the public to decorate headstones for the week of the following holidays, Valentine’s Day, Easter, Mother’s Day, Father’s Day, Memorial Day, Veteran’s Day, Halloween, Day of the Dead. Christmas items will be picked up the second week of January. **② Health Insurance-Tina:** Tina Bonilla informed the Board of the 7% increase to the insurance to begin December 2024, this is about a $47.00 per employee increase.

**PERSONNEL:** **Employee’s Evaluations:** Larry presented the Board with his proposed recommendations for employee’s raises. After reviewing this the Board agreed to this as presented which is as follows. Richard Bocanegra 5.8%, Tina Bonilla 5.8%, Fidel Aguilar 6.5%, David Herrera 7.1%, Elver Hernandez 7.5%, Freddy Rodriguez 7%, Zachary Harris 7%, Daniel Bautista 7% and Kaleb Smith 8.8%. This was approved on a motion by Trustee Dolores Garcia and seconded by Trustee Steve Chamberlain. Motion carried.

**Managers Evaluation:** Closed Session.

**Open Session:** The Board agreed to a 7% increase. This was approved on a motion by Trustee Dolores Garcia and seconded by Trustee Steve Chamberlain. Motion carried.

The Board suggest speaking with the employees at every Safety Meeting to reinforce certain issues regarding the public and what they perceive. Remind them that we are here to serve the public and don’t lose compassion. The Board also asked to be informed of the small public comments we hear on the daily. The Board thanked Larry and Tina for doing a great job and enjoy working on the Board together.

**EQUIPMENT:** None

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

**SUGGESTION BOX:** None

**OTHER:** **1). November Board Meeting:** This meeting will be moved to Friday November 22, 2024 due to the Holiday. **2). Trustee Steve Chamberlain’s Ethics Training:** Larry informed Steve of his Ethics Training that is due November 10, 2024. He is to set up a time to come in to the office to do this. **3).** **Computer:** Larry informed the Board that he is wanting to have Tina’s computer up-graded so that it runs faster. The Board agreed to this.

**ADJOURNED:** The Board Meeting was adjourned on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia @ 8:21 on October 29, 2024.

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

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