



FAIR OAKS CEMETERY DISTRICT

District Manager
Guillermo Barron
Office Manager
Mysti Lingenfelter
District Foreman
Gonzalo Vega

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ESTABLISHED 1902

BOARD OF TRUSTEES
Pete Schroeder-Chairman
Carolyn Flood-Vice Chairman
Albert D. Neufeld – Treasurer
John Oldham – Board Member
Evan Currie – Board Member

**"It is our mission to partner with our community to
preserve our past & memorialize our future."**

Minutes OF REGULAR MEETING OF THE BOARD OF TRUSTEES OF FAIR OAKS CEMETERY DISTRICT

Wednesday, September 10, 2025, at 9:15 am
District Office
7780 Olive St.
Fair Oaks, CA 95628

1. Call to Order-9:15 a.m.
 - Chairman Schroeder called the meeting to order at 9:18am.
2. Pledge of Allegiance
 - Those assembled recited the Pledge of Allegiance.
3. Roll Call of Board
 - Present were Trustees Pete Schroeder, Carolyn Flood, John Oldham, Trustee Don Neufeld, Evan Currie, DM Guillermo Barron, Secretary Mysti Lingenfelter, and Foreman Gonzalo Vega.
4. Public Comment on & Opportunity to Discuss Matter within District Jurisdiction
 - Brian Hughes: BBK Law – Presented a way to move forward with TRA's and Boundaries.
5. Information Items:
 - A. District Foreman's Monthly Report
 - i. Safety Report
 - This month's safety meeting was held on first aide and safety.
 - ii. Any unusual activities
 - Nothing to report.
 - B. DM's Monthly Reports:
 - i. Sales
 - District sales reported as \$30,080.59
 - District total income including tax revenue and interest reported as \$43,183.51
 - ii. Interments
 - The district's 20 burials consisted of 13 cremations and 7 caskets.
 - iii. Attendance
 - District Employee's attendance is up to date.
 - iv. Website Contacts
 - Google Analytics showed 120 visits to our website, and one 5-star review.
 - Chamber Catcher page had 63 direct views.
 - v. Major Purchases or other Extraordinary Purchases
 - Haz Mat Compliance training and hotel.
 - vi. Incidents
 - Trustee Currie emailed Ms. Knopf with the results of the meeting, but he received no response. Trustee Currie will reach out by phone.
 - DM spoke with one of our family members about approaching other grieving family members.
 - Redwood trees along the fence line are showing tumors and will need to be removed before they fall.
 - Family member came to discuss with DM about watering and grass growing and possible solutions for her plot.

Fair Oaks Cemetery District Minutes for Board of Trustees Meeting September 10, 2025

vii. Correspondence

- Staff received a thank you note from a family for such good work on their service.

viii. Upcoming events, conferences, and training

- GSRMA Annual Conference will be in Corning, CA. DF, Trustee Oldham, and Trustee Currie should be in attendance
- DM & DF will be attending Hax Mat Training in November in Los Angeles area.

C. Committee Reports:

i. Finance Committee

- The finance committee met prior to the board meeting. Trustee Oldham reported total claims were \$63,668.15

ii. Investment Committee

- Investments are following industry trends.
- We currently have over \$4million in investments and should show growth at maturity.

iii. Other Committee Reports

1. Update on Tax Issues

- TRA research continues.
- District will be working with Legal Counsel to find a solution.

2. Update on Land Issues/Acquisition

- Trustee Schroeder to meet with supervisors Desmond, Hume, and Rosario at different times.
- District will be working with Legal Counsel to find a solution.

6. Unfinished Business - Board Discussion & Possible Action Items

A. BBK Contract

- Board and Staff Discussed pros & cons of signing with BBK.
- Motion to move approve the BBK Contract with amendments. Moved by Trustee Flood, Second by Trustee Oldham. Approved 5/0/0

B. Light up the Cemetery - Updates

- Posters have been hung in the Village.
- Staff will need help the day of the event around 2pm.

C. Policies & Procedures

- Moved to the next meeting, directions given to staff.

7. New Business - Board Discussion & Possible Action Items

A. Consent Calendar

- i. Approval of Board Minutes of August 13, 2025
- ii. Approval of Claims

- Motion to approve the consent calendar, as presented. Moved by Trustee Flood, Second by Trustee Neufeld. Approved 5/0/0

B. Donation Account

- Staff directed to research more and bring to next meeting.

8. Trustees Discussions, Questions, & Comments

- None

9. Adjournment

- Chairman Schroeder adjourned the meeting at 11:04am.
Approved as X read _____ corrected.
Prepared by: Mysti Lingenfelter Board Clerk.

