



Guillermo Barron
District Manager
Mysti Lingenfelter
Admin Assist
Gonzalo Vega
District Foreman

FAIR OAKS CEMETERY

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ESTABLISHED 1902

BOARD OF TRUSTEES
Robert Clouse-Chairman
Carolyn Flood-Vice Chairman
Patricia Vogel
Albert D. Neufeld
Peter Schroeder

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

NOTICE

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

Wednesday, June 9, 2021 at 9:15 am

District Office

7780 Olive St.

Fair Oaks, CA 95628

Due to COVID-19 precautions this meeting will be held in person and online via Zoom.

1. Call to Order-9:15 a.m.
 - Chairman Clouse called the meeting to order at 9:17am
2. Pledge of Allegiance
 - Those assembled recited the Pledge of Allegiance.
3. Roll Call of Board
 - Present were trustees Robert Clouse, Carolyn Flood, Albert Neufeld, Peter Schroeder, Pat Vogel, and DM Guillermo Barron. Employee Mysti Lingenfelter was also present.
4. Public Comment on any agenda items - Open or Closed.
 - No public present
5. Unfinished Business - Board Discussion & Possible Action Items
 - A. Budget for 2021-2022
 - Board discussion about line items and increased costs.
 - Motion to accept the budget as amended. Moved by Trustee Neufeld 2nd by Trustee Flood. Approved Unanimously.
 - B. Resolution 2021-01 - Preliminary Budget
 - Motion to accept resolution 2021-01. Moved by Trustee Flood 2nd by Trustee Schroeder. Approved Unanimously.
 - C. Resolution 2020-07 - Budget Increase
 - Motion to accept resolution 2020-07. Moved by Trustee Schroeder 2nd by Trustee Neufeld. Approved Unanimously.
6. Finance Committee Report
 - Finance committee met prior to the board meeting. Total claims were \$44,264.38.
7. Consent Calendar
 - A. Approval of Board Minutes of May 12, 2021
 - B. Approval of Claims
 - Motion to accept the consent calendar. Moved by Trustee Flood 2nd by Trustee Schroeder. Approved Unanimously.
8. Information Items
 - A. District Foreman's Monthly Report
 - i. Safety Report
 - May's Safety meeting was held on Heat illness prevention and proper hydration.
 - ii. Any unusual activities
 - Nothing to Report.
 - B. DM's Monthly Reports:
 - i. Sales
 - District sales reported as \$46,841.91 (Total Income \$61,881.17)
 - ii. Internments

Fair Oaks Cemetery District Agenda for Board of Trustees Meeting June 9, 2021

- District's 19 burials consisted of 10 cremations and 9 caskets.
 - iii. Attendance
 - District Employee's attendance is up to date.
 - iv. Website Contacts
 - Google Analytics showed 65 visits to our website in April.
 - Chamber Catcher page showed 51 page views
 - v. Correspondence
 - 1. Letters of appreciation
 - Following our Memorial Day service event, the District received a few letters of thanks and congratulations.
 - vi. Upcoming events, conferences, and trainings
 - 1. ICFFA - Training
 - DM Barron attended an online training/ECE course via zoom through ICFFA.
 - DM reported that we are doing better than most in embracing technology and right where we should be.
 - DM also reported on our level of customer service being above the status quo.
 - DM reported the classes were overall validating what we have already implemented.
 - vii. Major Purchases or other Extraordinary Expenditure
 - Nothing to report.
 - viii. Incidents
 - Marker was hit by a visitor to the cemetery. GSRMA was notified and the repairs were done in-house.
 - Ave of Flags, on yellow street, fell due to heat and melting asphalt.
 - Couple refused to leave cemetery at closing time. DM was called and he escorted them off the premises.
9. New Business - Board Discussion & Possible Action Items:
- Nothing to report.
10. Trustees Discussions, Questions, & Comments
- DM reported on Memorial Day event. People seemed very pleased with the event.
 - The live stream had some issues.
 - Trustee Vogel reported the Fair Oaks Historical Society is placing a bench in honor of Lois Frazier.
 - Chairman Clouse reported our next meeting will be July 14th at 9:15am.
11. Adjournment
- Chairman Clouse adjourned the meeting at 10:30am

Approved as X read _____ corrected.
Bob Clouse Chairman
Prepared by: Mysti Lingenfelter Secretary

Votes: <u>3</u> Ayes
<u>0</u> Nays
<u>0</u> Abstain
<u>2</u> Absent