

# BOARD OF TRUSTEES REGULAR MEETING

WINTON CEMETERY DISTRICT

Wednesday, June 12, 2024, at 3:00 pm

Winton Cemetery District Office

7651 West Almond Avenue

Winton, CA 95388

## BOARD MEMBERS

Adam Reed, Board President

Scott Phillips, Vice President

Robert Callahan, Secretary

Nicholas Tacheira, Trustee

Elizabeth Barron, Trustee

## ACTION MINUTES

Board motioned to approve agenda as posted. Motioned by Elizabeth, seconded by Robert, all in favor. Scott not present motion still carries 4 to 0.

1. CALL TO ORDER

Board meeting was called to order at 3:04pm. Adam Reed, Robert Callahan, Nick Tacheira, and Elizabeth Barron were present. Scott Phillips not present at this time.

2. PUBLIC COMMENT

Public comment was opened with no members of the public present or correspondence received.

3. CONSENT CALENDAR

a. Regular meeting May 13, 2024, and special meeting May 30, 2024 minutes.

Board motioned to approve the consent calendar. Motioned by Nick, second by Elizabeth, all in favor.

4. REVIEW AND APPROVE FINANCIALS

a. Budget report, operating expenses, monthly bills, and burial report.

Board motioned to approve the monthly bills. Motioned by Nick, second by Robert, all in favor.

5. OLD BUSINESS (DISCUSSION/ACTION)

a. Chapel project committee report

Grounds manager updated the board that the existing plugs at the chapel are shot. An option is to put the plug by the light switch and one in front of the chapel. The power will be separate that way you can turn off and shut down certain plugs at this time. Board was fine with the electrical change so long as it doesn't have any hazards. Board member Robert mentioned the chapel may need a new roof in a few years.

b. Contract services grounds update

The district had received a few complaints regarding the weeds. Grounds manager mentioned he had talked to Wright services of the complaints and ways he thinks can help them prevent future complaints. He made sure to tell them they have to spray around each headstone to prevent the weeds going over them.

6. NEW BUSINESS (DISCUSSION/ACTION)

a. Managers' report

Board has read the managers report. Ground manager updated the board that there is tree limb that is hanging in block 28 that needs to be removed right away. It's too high for the cemetery crew to do themselves, so Bergman landscape will be coming this week to remove it. Robert mentioned since they were going to be here to have them do another limb that is hanging in the older section. As for tree stump removals that need a landscaper to do it, will wait for the new fiscal year.

b. GSRMA by Ryan Brannon

Scott Phillips joined the meeting at 3:08pm. Ryan was present to let the District know the reason why the premium went up this year. He explained the 30% went up for everyone across the board. He also let us know any claims we may have will be cleared off our record after seven years, which will help lower the premium. Since the office manager participated in the RMAP we received the full 10% which translates to \$6,367 check that can go towards our premium. He also mentioned our district got selected in a raffle to have two members have an all-expense paid training called Parma. Parma will be a four-day session located close to Disneyland. These sessions will go over cyber, first aid, HR, claims, and other topics that are relevant for

managers. This training will be in February, he mentioned he will need an answer soon if the board will be sending someone to the training.

c. Scanning service

Board president mentioned to ask our tech if our backup will cover backing up all the files we will be adding to our computers, and if there will be an additional charge since it will be quite a few of files. Board motioned to approve to have Sytech Solutions scanning service to start the project of digitalizing documents that we need to keep for a lifetime. The total amount should not exceed \$3,500. Motioned by Nick, second by Scott, all in favor.

d. Osirus software

Tabled.

e. Schedule of charges increase

Tabled, no action taken.

f. Merced county SCO annual report

Board motioned to approve to have Merced County turn in and do our financial transaction report. Motioned by Nick, second by Robert, all in favor.

g. Board elections

Board motioned to keep the existing board as is. Motioned by Nick, second by Scott, all in favor.

h. FY 2023-2024 Budget increases and transfers

Board motioned to approve decreasing 10110 by \$7,400 and putting it into code 10111 in the amount of \$900, and \$6,500 into 10150. Decreasing code 83600 by \$7,000 and put it into 22600. Also decreasing code 94200 and putting into codes 97990 \$32.83, 95460 \$312.80, 91040 \$107.94, 91030 \$81, and 91097 \$685.08. Motioned by Nick, second by Robert, all in favor.

i. FY 2024-25 Budget draft

Special meeting June 26, 2024 for the budget draft at 1:00pm.

7. CLOSED SESSION:

Board went into closed session at 5:05pm.

8. REPORT OUT OF CLOSED SESSION

Board reported out of closed session, no action taken.

9. BOARD COMMENTS

No board comments.

10. ADJOURN MEETING

Board motioned to adjourn meeting at 5:24pm. Motioned by Robert, second by Elizabeth, all in favor.



Adam Reed  
Board President