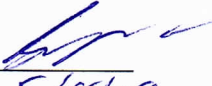


APPROVED: 
DATE: 5/8/19

MINUTES

**EL RANCHO SIMI CEMETERY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES**

1461 Thompson Lane
Simi Valley, California 93065
Office Telephone: (805) 526-8245

April 10, 2019
2:00 PM

MEETING LOCATION:
Office of 4th District Supervisor Bob Huber
County of Ventura
980 Enchanted Way, Suite 203
Simi Valley, California 93065
Telephone: (805) 955-2300

- 1. CALL TO ORDER at 2:07 pm
- 2. ROLL CALL –

William Saunders	Chairman
Gregory A. Stratton	Vice-Chairman
Deborah Burdorf	Treasurer
Paula Ryan-Apuzzo	Trustee
Ron Cammarata	Trustee

Absent: Trustee Burdorf
Trustee Ryan-Apuzzo

- 3. **AGENDA REVIEW** – The Agenda was amended to include discussion on the proof presented by Autumn Leaves Advertisement Company
- 4. **APPROVAL OF REGULAR MEETING MINUTES: March 13, 2019**
Motion to approve
Moved by Trustee Cammarata
Seconded by Trustee Stratton
VOTE: 3:0
- 5. **PUBLIC COMMENTS**
Trustee Saunders read a letter into the record submitted by Mrs. Teresa Jordan
- 6. **TREASURER – Report and Presentation of Current Financial Statement**
Trustee Burdorf submitted the following report read into the record by the CMS:

APPROVED: 

Regular Meeting Minutes
April 10, 2019

DATE: 5/8/19

- Lisa's fee was up due to the audit.
- Does Saul have a helper now? (CMS responded we are still looking but have a couple of people in mind)
- We need to work together to get notices and bills to Lisa in a more timely fashion. (State controllers report and insurance)
- I'd like the cemetery to get a better deal on Internet fees.
- Water bills were very reasonable on the last check run probably due to rain. Has anyone heard if we're still on schedule to get reclaimed water from the city?
- I vote to send about \$12k back to the county of Ventura if it's on the agenda.

7. CEMETERY MANAGER – CMS Report for prior Month and Presentation of New Issues

CMS gave a verbal report

8. CORRESPONDENCE – Distribution and Review

9. OLD BUSINESS

a) The Cota Family Plot – Pat Havens Search and Discover Team & Objectives

A member of the Cota family asked the board if they could purchase their plots at the same price of the second right of inurnment because they had to wait so long for the board to research and come to a decision regarding their plots. The board considered the matter and decided the wait *did not warrant a discount in pricing. The board requested the CMS to work with Saul to map out the Cota Family plot and document the mapping for the board's approval*

10. NEW BUSINESS

a) **Credit Cards** – CMS asked the board for permission to review other ways of processing credit cards due to low usage and monthly billing of the current company. CMS will research using PayPal and Square – Carried to next month's meeting

b) **Repayment of Endowment Care Withdrawal –**

The board did not bring any motion for a vote - Tabled

11. WARRANTS

Motion to approve warrants

Moved by Trustee Saunders, Seconded by Trustee Cammarata

VOTE: 3:0

12. COMMENTS BY TRUSTEES

13. CLOSED SESSION: Review of Current and Pending Litigation with Attorney.

- Barrett et al. v. El Rancho Simi Cemetery District
- Sharon Wiest et al. V. El Rancho Simi Cemetery District
- Personnel Review

No Report

14. ADJOURNMENT – at 2:48 pm

Next meeting: May 8, 2019, at 2:00 P.M.

Office of 4th District Supervisor Bob Huber County of Ventura
980 Enchanted Way, Suite 203, Simi Valley, CA 93065