

LOWER LAKE CEMETERY DISTRICT
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MINUTES
FOR REGULAR MEETING, 10 A.M.
JANUARY 17, 2024
(Recorded for transcription only)

1. **CALL TO ORDER: Time: 10:15 a.m.**

2. **ROLL CALL OF BOARD MEMBERS & STAFF**

(x) Iris Hudson (x) Cheryl Craddick (x) Bob Minenna (x) Mike Dean

3. OATH OF OFFICE FOR: CHERYL CRADDICK, MIKE DEAN

4. **AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS**

Consideration of adding emergency matters or items for which there is a need to act, and the need to act arose after the agenda was posted.

Item added: Invoice received from Fire Recovery USA totaling 7,602.01 for fire September 16, 2023 started by an unauthorized car parked with the engine running in field of weeds.

5. **PUBLIC COMMENT5. CONSENT CALENDAR**

Consent items are non-controversial and will be acted upon at one time without discussion. Any member of the Board or public may pull any consent item for discussion and separate action. Consensus of Board was to send letter requesting the charges be reversed.

1. Russ Kremer was in attendance to let us know the Fuels Team would be doing clean-up in one area of the cemetery on January 29, 2024.
2. Mike and Joni Epidendio were in attendance to discuss the existence of six (6) plots purchased over 30 years ago. We told them that we would research records to confirm.

6. **CONSENT CALENDAR**

1. Financial reports for the period for December, 2023
2. Accounts Payable Report for December 2023 totaling \$10,564.23
3. Employee Payroll reports for December, 2023

4. Deposits for December, 2023 Gross \$ 3,700.00 Net \$3,350.00
5. Revenue to Date for the Fiscal Year July 1, 2023 through June 30, 2024
6. Consider for approval minutes for the December 20, 2023 Regular Board Meeting.

Action Taken: Motion made to approve the Consent Calendar 5.1 thru 5.6 as presented M/S/C

AYES: CRADDICK/DEAN/HUDSON

NOES: NONE

- 6.1 Further Discussion and consideration of the installation of a new niche wall. To date we have one quote from Blast It. **Review specs.**

Action Taken: Carried forward - Ask for a breakdown of charges, whether permit is included and ask about a prefab unit.

- 6.2 Review and revision of the Rules and Regulations. A Workshop was held immediately after the October meeting. More discussion needed, schedule another workshop.

Action Taken: Workshop scheduled for 10 a.m. February 22nd, 2024.

- 6.3 Review and revision of the Personnel Manual. A Workshop was held immediately after the October meeting. More discussion is needed. **Schedule another workshop.**

Action Taken: : Workshop scheduled for 10 a.m. February 22nd, 2024.

- 6.4 Bring back a discussion on purchase of fiberglass (poly) vaults at a later date, as need arises.

- 6.5 Discuss and approval for the purchase of security cameras. Mike Dean to present information on research.

Action Taken: Carried forward

- 6.6 Discussion of installation of gates to be deferred to later in the year, in order for further investigation on easements.

7. NEW BUSINESS:

- 7.1 Information report on burials done in 2023, a total of 29.

- 7.2 Discussion to determine whether we can designate an area for a co-mingled Scattering Garden.

Action Taken: Carried forward for more information

Adjourn to closed session Time: 11:13 a.m.

7.3 CLOSED SESSION

Pursuant to California Code Section 599.798 - Employee performance evaluation

Back in open session at : 11:52 a.m.

Reportable action: No reportable action

TRUSTEES COMMENTS: Mike Dean brought up for consideration that if weather conditions prevented Nick Bremer from working his minimum hours that we "bank" the lost hours for use at a later date.

ADJOURNMENT Time: 11:52 a.m.

SIGNED: Iris R. Hudson
Iris R. Hudson, Chairperson

ATTESTED BY: Cheryl Cradick
Cheryl Cradick, Secretary