

LOWER LAKE CEMETERY DISTRICT
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**MINUTES
FOR REGULAR MEETING
AUGUST 17, 2022
10:00 a.m.**

(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) Karen Graf
ABSENT: Bob Minenna

3. 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.

4. PUBLIC COMMENTS5. 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.

5. CONSENT CALENDAR

1. Financial reports for the period July, 2022
2. .Accounts Payable Report for July, 2022 \$ 11,124.91
3. Employee Payroll reports for July, 2022
4. Deposits for July, 2022 totaled **Gross \$ 3,940.20** **Net \$ 3,590.20**
Net amounts are determined by deducting endowment care, pre-paid burials, sales tax from the gross.
5. Fiscal Year Revenue to Date Report July 1, 2022 through June 30, 2023
6. Consider for approval minutes for the July 20, 2022 Regular Board Meeting.

Action Taken: Motion made to accept the Consent Calendar 5.1 thru 5.6 as presented.
GRAF/CRADDICK M/S/C

AYES: GRAF/CRADDICK/HUDSON
NOES: NONE
ABSENT: MINENNA

6. OLD BUSINESS:

6.1. Update on the new Accountancy firm's progress on the bi-annual audit for the years ending June 2020 and June 2021.

Action Taken: Carried forward_

6.2 Up-date to our discussion on what our priorities should be for the current fiscal year:

- a. Purchase additional storage unit
- b. Purchase smaller backhoe
- c. Replace roof on offices

Action Taken: Carried forward – Get quotes on item c – roof

6.3 Update on health insurance coverage for Charles N. Braun. He is currently covered under COBRA, but we need to decide whether to proceed with HRA or another insurance carrier. In September Darlene will present information on how to set up the new program.

Action Taken: Carried forward for report (outline) from Darlene Serpa on requirements.

6.4 a. Discuss changes to the Personnel Manual when new insurance carrier and terms are determined. Refer to Page 9, Article 5.1 of the personnel manual for current policy.

b. Compensation for use of personal car for District business to include Board Members –Reference Personnel Manual Section 2.8.

Action Taken: Carried forward pending action taken on 6.3

7. New Business:

7.1 Discussion on approval of the final Budget for the Fiscal Year 2022-2023

Action Taken: Motion made to approve the Final Budget for the Fiscal Year 202-2023.
CRADDICK/GRAF M/S/C

AYES: CRADDICK/GAF/HUDSON

NOES: NONE

ABSENT: MINENNA

TRUSTEES COMMENTS: Chair informed Board of P. G. & E. notification that they will be removing the pole and equipment from the pumphouse location since it has been inactive for several years.

ADJOURNMENT

Time: 11:08 a.m.

SIGNED BY: 
Iris R. Hudson, Chairperson

ATTESTED TO: 
Cheryl Craddick, Secretary