

LOWER LAKE CEMETERY DISTRICT
9040 Lake Street, P. O. Box 1193, Lower Lake, CA 95457
(707) 994-7820 Fax (707) 994-7883

MINUTES
FOR REGULAR MEETING
AUGUST 19, 2020
10:00 a.m.

(Recorded for transcription only)

1. CALL TO ORDER

Time: 10:10 a.m.

2. ROLL CALL OF BOARD MEMBERS & STAFF

(x) Iris Hudson (x) Cheryl Craddick (x) Harry Chase (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 COMMENT

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5. 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.

1. Financial reports for the period thru July, 2020
2. Accounts Payable Report for July, 2020 totaling **\$7,909.39**
3. Employee Payroll reports for July, 2020
4. Deposits totaling \$4,266.53(less Endowment, Prepaid Burial & Sales Tax & Vets Program)
Net \$3,991.53.
5. Revenue to Date for Fiscal Year 2020-21 thru July 31, 2020.
6. Consideration Approval of Minutes for the July 15, 2020 regular meeting.

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

AYES: CHASE/GRAF/CRADDICK/HUDSON

NOES: NONE

ABSENT" MINENNA

6. OLD BUSINESS:

- 6.1. Report on settlement of insurance claim for damaged equipment from break-in and theft of equipment and tools. (We have received a check from GSRMA in the amount of \$2,111.91).

NO ACTION

- 6.2 Update status of recommendations from Golden State Risk Management Agency and the Insurance Adjuster:
- a. Install security cameras on all entry sites
 - b. Replace the wooden side door to the shop area with a metal door
 - c. Re-enforce or replace the two (2) roll-up doors.
 - d. Install more lighting outside (either dawn to dusk or motion activated).

Action Taken: The only item on the suggested list is 6.2d - installation of lights on the exterior of building.

- 6.3 Update on requesting quotes for storage van

Action Taken: Carried forward for more information

- 6.4 Discuss and consideration of the revised quote from dealer for Gator TX (2019). Have asked for a comparison of different brands and have not gotten a response yet.

Valley Truck & Tractor Co. \$9,871.46

Action Taken: Carried Forward

- 6.5 Consideration of Final Approval of 2020-21 Fiscal Year Budget

Action Taken: Motion made to approve the 2020-21 Fiscal Year Budget as submitted
CHASE/CRADDICK M/S/C

AYES: CHASE/CRADDICK/GRAF/HUDSON

NOES: NONE

ABSENT: MINEN

7.0 NEW BUSINESS:

- 7.1 Discuss and consideration of the letter of agreement from Robert W. Johnson for the upcoming audit of fiscal years ending June 20, 2019 and June 30, 2020. The fee is not to exceed four thousand six hundred (\$4,600.00) dollars.

Action Taken: Motion to approve the Letter of Agreement with Robert W. Johnson for the upcoming audit of fiscal years ending June 30, 2019 and June 30, 2020. The Fee is not to exceed four thousand six hundred dollars (\$4,600.00). CHASE/CRADDICK M/S/C

AYES: CHASE/CRADDICK/GRAF/HUDSON'NOES: NONE

ABSENT: MINENNA

- 7.2 Donation of Fifty Dollars (\$50.00) was received from Sylvia Payne in appreciation of Charlie's help in locating her cousin, Earl Reed's grave and marking it for her.

NO ACTION – Informational Only

TRUSTEES COMMENTS: Chair informed the Board that as of June 30, 2020 the District had approximately \$180,000 in the general fund and \$58,992 in the endowment care interest fund Accounts.

ADJOURNMENT

Time: 10:46 a.m.

SIGNED: _____
Iris R. Hudson, Chairperson

ATTESTED TO BY: 
Cheryl Craddick, Secretary