



West Side Cemetery District

440 Bob Hampton Road, Taft, Ca 93268

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Regular Monthly Board of Trustees Meeting
District Office Boardroom, 440 Bob Hampton Road, Taft, CA 93268
March 17, 2026

CALL TO ORDER: Don Black called the meeting to order at 5:00 p.m.

PLEDGE OF ALLEGIANCE: Carrie Jameson led Flag Salute.

INVOCATION: Don Black

PRESENT WERE: Black, Sutherland, Jameson, and Manager Nick Ward.

ABSENT WERE: Robyn Melton

GUESTS WERE: None

PUBLIC COMMENT: None

CORRESPONDENCE: Michael Herrera-COS and Chris Parlier District 2 Supervisor. KCERA, Blomberg & Associates-John Blomberg. SDRMA-Alana Little, WKWD-Zack Crab and Cemsites.

ANNOUNCEMENTS: None

- 1) **Approval of Minutes:** Carrie Jameson made a motion to approve the Minutes of the February 17, 2026 board meeting. Don Black seconded the motion. Motion passed Three (3) to Zero (0).
- 2) **Approval of Financial Statements:** Shawn Sutherland made a motion to approve the Financial Statements for February 2026. Carrie Jameson seconded the motion. Motion passed Three (3) to Zero (0).
- 3) **Approval of Monthly Disbursements:**
Transaction Detail by Account (General): Carrie Jameson made a motion to approve the cash disbursements for February 2026, for checks 8258 thru 8273 and ACH's for a total of \$8,656.58. Shawn Sutherland seconded the motion. Motion passed Three (3) to Zero (0).

Transaction Detail by account (Payroll): Carrie Jameson made a motion to approve the cash disbursements for February 2026 for checks 1800 thru 1806 and AJE's for \$24,994.26. Shawn Sutherland seconded the motion. Motion passed Three (3) to Zero (0).

Board Members: Robyn Melton-Vice-Chair/Secretary + Don Black + Shawn Sutherland + Carrie Jameson **Staff:** Nick Ward-District Manager

MANAGERS' REPORT:

The District performed 7 services in February for a total of 64 services conducted for the 25-26 fiscal year. The district had completed 68 services a year prior. Grounds crew is busy conducting funeral services, general cleaning, sprinkler testing and equipment maintenance. Maintenance staff is also making changes to the Memorial Walk. Also working on weed abatement and repair of curb and gutter concrete.

AGENDA ITEMS:

- 1) Board review of Blomberg & Associates Annual Financial Audit June 30, 2025 and 2024. Shawn Sutherland made a motion to adopt the 2024-2025 audit. Carrie Jameson seconded the motion. Motion passed Three (3) to Zero (0).
- 2) Update on health insurance benefits options for district employees. Discussion Only.
- 3) Memorial Walk improvements cost/benefit discussion. Discussion Only.
- 4) Memorial Day program. Discussion Only.

Unfinished Business List:

Other Board Items: None

BOARD MEMBER INPUT: None.

MEETING ADJOURNED: Meeting Adjourned: 5:44 p.m.

The next Meeting will be April 21, 2026.

Respectfully Submitted,

Robyn Melton – Secretary