

West Side Cemetery District

MEETING

BOARD OF TRUSTEES

District Office Board Room

440 Bob Hampton Road, Taft, CA. 93268

Phone (661)765-4505 (westsidecemetery.com)

AGENDA

5:00 p.m.

January 16, 2023

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

INVOCATION:

ROLL CALL: SUMMERS, JORDAN, BLACK, MELTON, SUTHERLAND.

PUBLIC COMMENT: (5 min. time limit)

CORRESPONDENCE: CAPC-66th annual conference. Kevin Criss-JP home energy.

ANNOUNCEMENTS: None

APPROVAL OF MINUTES: December 19, 2023

APPROVAL OF FINANCIAL STATEMENTS: December 2023

*Balance Sheet

*Profit & Loss YTD Comparison

*Profit & Loss Budget vs. Actual

* Stifel, LLC Investment Accounts

APPROVAL OF MONTHLY CASH DISBURSEMENTS: December 2023

* Transaction Detailed by Account (General)

*Transaction Detailed by Account (Payroll)

MANAGER'S REPORT:

The District performed 6 services in December for a total of 38 services conducted for the 23-24 fiscal year. Grounds crew has stayed busy with Cremation Estates rebuild and future expansion project. Manager has been busy with daily operations, equipment maintenance. The solar project has an updated timeline. Cemetery staff continues to focus on water saving, reducing maintenance, and providing more options for families to use our cemetery.

AGENDA ITEMS:

Current Business:

1. Update Board on Progress of new burial section of cemetery. Discussion and Action.
2. Update progress of Cremation Estates re-design. Discussion and Action.

Unfinished Business:

Other Board Items:

BOARD MEMBER INPUT: This Portion of the meeting is reserved for Trustees to present information, announcements, or other items that have come to their attention. A Board member may request that an item be placed on the agenda for consideration at a future meeting or refer an item to the District Manager for a formal report. The Board will take no formal action.

MEETING ADJOURNED:

THE NEXT MEETING WILL BE HELD: February 20, 2023

The Boardroom of West Side Cemetery District is accessible to persons with disabilities. Disabled individuals who need special assistance to attend or participate in a meeting of the Board of Trustees may request assistance by contacting the District at 440 Bob Hampton Road Taft, CA.93268 or by calling (661) 765-4505. Every effort will be made to reasonably accommodate individuals with disabilities by making material available in alternative formats. Requests for assistance should be made five (5) working days in advance of a meeting whenever possible.

Board Members: *Gary Summers * Robyn Melton *Robert Jordan *Don Black *Shawn Sutherland

Staff: *Nick Ward-General Manager
General Manager

Notes

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