

# ***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.

December 20, 2022

#### **CALL TO ORDER:**

#### **PLEDGE OF ALLEGIANCE:**

#### **INVOCATION:**

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

**PUBLIC COMMENT:** (5 min. time limit)

**CORRESPONDENCE:** Jordan Miller with Roger Miller Insurance, District Auditor John Blomberg, West Kern Water, Kaitlyn Xiong with Streamline, and Fernanda Brena with Sunwealth.

**ANNOUNCEMENTS:** None

**APPROVAL OF MINUTES:** November 15, 2022

**APPROVAL OF FINANCIAL STATEMENTS:** November 2022

\*Balance Sheet

\*Profit & Loss YTD Comparison

\*Profit & Loss Budget vs. Actual

\* Stifel, LLC Investment Accounts

**APPROVAL OF MONTHLY CASH DISBURSEMENTS:** November 2022

\* Transaction Detailed by Account (General)

\*Transaction Detailed by Account (Payroll)

**Board Members:** \*Gary Summers \* Robyn Melton \*Robert Jordan \*Don Black \*Shawn Sutherland  
**Staff:** \*Nick Ward-General Manager

## **MANAGER'S REPORT:**

The District performed 8 services in November for a total of 42 services for the fiscal year. Compared to 65 in fiscal year 2021-2022. Grounds crew has stayed busy taking care of services, trimming trees, and maintaining the cemetery grounds and equipment. Manager has been busy with daily operations, equipment maintenance, ordering parts and supplies for general grounds maintenance. Manager and staff are making changes to the old "Parkway", which will become a memorial walk with cremation burial available.

## **AGENDA ITEMS:**

### **Current Business:**

1. Consider updating cemetery districts webpage and service associated with maintenance of the webpage. Discussion and Action.
2. Consider using another Memorial Bench source. Discussion and Action.
3. Discuss expansion ideas for future cemetery burial plots. 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:** January 17, 2023

# Notes

**Board Members:** \*Gary Summers \* Robyn Melton \*Robert Jordan \*Don Black \*Shawn Sutherland  
**Staff:** \*Nick Ward-General Manager