

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.

June 21, 2022

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

INVOCATION:

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

PUBLIC COMMENT: (5 min. time limit)

CORRESPONDENCE: Cindi Rosa with ZEROnox. Eliza Caldillio with Kern County Cemetery District #1 (Shafter/Wasco). Brenda Greenwood with KCERA. Greg Hemmett with West Kern Water District. John Blomberg with Blomberg Griffin and Associates.

ANNOUNCEMENTS: West Side Cemetery has hired Tina Cash for the office assistant position.

APPROVAL OF MINUTES: May 17, 2022

APPROVAL OF FINANCIAL STATEMENTS: May 2022

*Balance Sheet

*Profit & Loss YTD Comparison

*Profit & Loss Budget vs. Actual

* Stifel, LLC Investment Accounts

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

APPROVAL OF MONTHLY CASH DISBURSEMENTS: May 2022

* Transaction Detailed by Account (General)

*Transaction Detailed by Account (Payroll)

MANAGER'S REPORT:

The District performed 10 services in May for a total of 141 for the fiscal year. Compared to 73 in May of 2021. Grounds crew has stayed busy taking care of services, trimming trees, and maintaining the cemetery grounds and equipment. Grounds crew has also been busy with Memorial Day clean up. Manager has been busy with daily operations, equipment maintenance, ordering parts and supplies for general grounds maintenance. Manager and staff are making changes to non-essential turf within the cemetery to conserve resources. Manger is also training the new employee on various duties related to the position of office assistant.

AGENDA ITEMS:

Current Business:

1. Final budget presentation. Discussion and Action.
2. Consider terms of contract with regards to business with ZeroNOX and S.J.V.A.P.C.D. Discussion and Action.
3. Request board to amend current Headstone Policy to address new issues that may increase the Districts liability. Discussion and Action.

Unfinished Business:

Other Board Items: WSCD may host the July 4th fireworks show.

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: July 19, 2022

Notes

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