



## ***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  
May 17, 2022

**CALL TO ORDER:** Gary Summers called the meeting to order at 5:05 p.m.

**PLEDGE OF ALLEGIANCE:** Gary Summers led Flag Salute.

**INVOCATION:** Robert Jordan

**PRESENT WERE:** Jordan, Melton, Black, Summers and Manager Nick Ward

**ABSENT WERE:** Shawn Sutherland

**GUESTS WERE:** None

**PUBLIC COMMENT:** None

**CORRESPONDENCE:** San Joaquin Valley Air Pollution Control District and Cindi Rosa with ZEROnox. California Department of Finance.

**ANNOUNCEMENTS:** Memorial Day Program May 30, 2022

- 1) **Approval of Minutes:** Don Black made a motion to approve the Minutes of the April 19, 2022 board meeting. Robyn Melton seconded the motion. Motion passed. Three (3) to Zero (0) and (1) abstained.
- 2) **Approval of Financial Statements:** Robert Jordan made a motion to approve the Financial Statements for the month of April 2022. Robyn Melton seconded the motion. Motion passed Four (4) to Zero (0).
- 3) **Approval of Monthly Disbursements:**  
**Transaction Detail by Account (General):** Don Black made a motion to approve the cash disbursements for April 2022, for checks 7473 thru 7491 and ACH's for a total of \$44,393.26. Robert Jordan seconded the motion. Motion passed Four (4) to Zero (0).

**Board Members:** Gary Summers-Chairman + Robyn Melton-Vice-Chair/Secretary + Robert Jordan + Don Black + Shawn Sutherland **Staff:** Nick Ward-District Manager

**Transaction Detail by account (Payroll):** Don Black made a motion to approve the cash disbursements for April 2022, for checks 1469 through 1475 and AJE's for \$25,977.62. Robert Jordan seconded the motion. Motion passed Four (4) to Zero (0).

**MANAGERS' REPORT:**

The District performed 17 services in April for a total of 131 for the fiscal year. Compared to 64 in April of 2021. Grounds crew has stayed busy working 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 non-essential turf within the cemetery to conserve resources. All cemetery staff are busy with Memorial Day preparations.

**AGENDA ITEMS:**

- 1) Preliminary budget. Discussion and Action. Discussion Only.

**Unfinished Business List:** None

**Other Board Items:** None

**BOARD MEMBER ITEMS:** None

**MEETING ADJOURNED:** Meeting Adjourned: 5:55 p.m.

The next Meeting will be June 21, 2022.

Respectfully Submitted,

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Robyn Melton – Vice Chair/Secretary