

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.

July 19, 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.

ANNOUNCEMENTS: None

APPROVAL OF MINUTES: June 21, 2022

APPROVAL OF FINANCIAL STATEMENTS: June 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: June 2022

* Transaction Detailed by Account (General)

*Transaction Detailed by Account (Payroll)

MANAGER'S REPORT:

The District performed 7 services in June for a total of 148 for the fiscal year. Compared to 78 in fiscal year 2020-2021. 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 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. Consider terms of contract with regards to business with ZeroNOX and S.J.V.A.P.C.D. Discussion and Action.

Unfinished Business:

Other Board Items: Board Member ethics and harassment training update.

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: August 15, 2022

Notes

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