

MURPHYS CEMETERY DISTRICT

Minutes of the Board of Directors Meeting Thursday, May 21, 2026

CALL TO ORDER: The meeting was called to order at 6 P.M. by Chair Jeff St. Louis in the EPVMD Hall AKA The Lion's Hut at 99 School Street, Murphys, CA. Present were Trustees Karen Kaua, Jackie Reeves, Jeff St. Louis, Kimberly Trent, and Amy Avrit.

QUORUM: A quorum of five board members was present.

PUBLIC COMMENTS: None

REGULAR AGENDA:

OATH OF OFFICE: Amy Avrit took her oath of office at the Calaveras County Clerk Recorder's Office on Tuesday, May 19, 2026.

APPROVAL OF MINUTES:

A motion by Trent to approve the minutes for 3/19/2026, seconded by Reeves. Passed: 4/0, 1 abstain.

NEW BUSINESS: John Smith Sublette, deceased 1896, was buried in the Buena Vista Cemetery but the exact location of his grave has been lost to time. His family would like to place a memorial. His descendant, Jo Sublett, addressed the board with her request to place a marker. A location near the gravesites of some of Sublette's pallbearers is appropriate. Sublett and Kaua to meet in June at the proposed site. The family will have the memorial marker placed there.

GROUNDSCKEEPER REPORT: None.

CORRESPONDENCE:

1. SDRMA sent budget estimates for 2026/27 for Property & Liability Insurance and for Workers' Compensation along with information on their Credit Incentive Program (CIP).
2. Trent replied to an inquiry about receipt for a plot that had been purchased.
3. CAPC sent the 2026/27 membership directory.
4. The County Auditor's Office sent notice of changes made to the process for calculating postage due.
5. Received notice of a Roundup products class-action lawsuit.

OLD BUSINESS

1. Board members online trainings to be completed and certificates retained.
2. Cal-Waste yard waste bin rental and billing discussed.
3. No update on bid for gate maintenance. Trent to contact vendor again.
4. With guidance from the Calaveras County Auditor, Trent emailed CalSavers about exemption from CalSavers. Have not yet heard back.

NEW BUSINESS

1. Materials and training requirements were presented to new board member, Avrit.
2. Recommended Budget Information packet due to Auditor's Office by 6/16/2026. Trent to submit.
 - a. District Board Member List
 - b. Resolution 2026-002 with authorized signatures was passed on a motion by Trent, seconded by Reeves. 5/0.

- c. Recommended Budget Attestation was passed. Motion by Trent, seconded by Avrit. 5/0.
- d. Resolution 2026-001 authorizing the Auditor's Office to make appropriate interclass budget transfers was passed on a motion by Trent, seconded by St. Louis. 5/0.
- 3. Some headstones and markers are needing repair. Budget funds have been allocated for this. Kaua to follow up with Boone Memorial about repairs. Trent to respond to an inquiry about repairs by a recent plot purchaser. Kaua and St. Louis to contact Ebbetts Pass Veterans Memorial District about grave markers for veterans in unmarked graves.
- 4. Flags have been placed on veterans' graves with help from the Girl Scouts and the Lions Club in advance of the Memorial Day Holiday.
- 5. Columbarium niche purchase inquiry was discussed. On a motion by Kaua, seconded by Reeves, and passed 5/0 it was agreed to sell a niche pre-need.
- 6. A local branch of special districts, Calaveras County Special Districts Association, is meeting quarterly on the 3rd Wednesday of the month. Trent Attended the 4/15/26 meeting in San Andreas. The next meeting is 7/15/26.
- 7. The board discussed options for sharing duties. Microsoft and Adobe subscriptions were considered. No action at this time.
- 8. Plot maps were reviewed.
- 9. On a motion by Trent, seconded by Reeves, and passed 5/0, a special meeting has been called for June 22nd in the cemetery to work on plots and maps in Section 7.
- 10. Stump removal was discussed. A motion by Kaua, seconded by Trent passed 5/0 for the groundskeeper to spend up to \$300 to rent a jackhammer.
- 11. Division of board member tasks to be discussed at a future meeting.

FINANCIAL REPORTS:

- 1. County financials reports YTD March 31, 2026 were presented.
- 2. Budget v. Actuals and Itemized Category reports: YTD March 31, 2026 were presented.
- 3. Invoices:
 - a. AT&T wireless \$166.33 invoices 4/13/26-5/7/26
 - b. AT&T phone book \$8.92 invoices 4/13/26-5/7/26
 - c. Cal-Waste for monthly bin rental & service \$128.17 invoices 4/3/26-5/12/26
 - d. Cal-Waste yard waste (4 swaps x 5yd) \$1030.92 invoices 4/3/26-5/12/26
 - e. Garrison reimbursements 3/16/26-5/7/26: mileage \$45.67, materials \$121.35
 - f. Distinctive Metals (gate repair) \$330 3/23/26
 - g. Hammer Down (tractor tires) \$276.50 4/17/26
 - h. A1 Tree Service \$4500 5/12/26
 - i. Kaua reimbursement (trailer license) \$10 4/17/26
 - j. Trent reimbursement (office supplies 11/2025-3/20/26) \$120.49

Invoices on agenda were presented and approved on a motion made by Kaua and seconded by Reeves. The motion passed 5/0.

TRUSTEE'S ANNOUNCEMENTS IN COMPLIANCE WITH GOVT. CODE § 53232.3(D), Board members may provide brief reports on any meetings attended at the expense of the local agency, and may make other announcements with no discussion or action to be taken.

DATE OF NEXT MEETING: Special meeting Monday, June 22, 2026 at 8 A.M. in the cemetery. Regular meeting Thursday, July 16, 2026 at 6 P.M.

ADJOURNMENT: Motion by Trent to adjourn was seconded by Kaua. The motion passed 5/0. Meeting adjourned at 8:10 P.M.