

MURPHYS CEMETERY DISTRICT

Minutes of the Board of Directors meeting of August 15, 2024

CALL TO ORDER: The meeting was called to order by Chair Karen Kaua at 7:08 PM in the EPVMD Hall, AKA The Lion's Hut at 99 School Street, Murphys, CA. Present were Trustees Maureen Elliott, Karen Kaua, Jackie Reeve and Jeff St Louis. Trustee Patti Cripe was absent.

QUORUM: A quorum of four board members was present.

PUBLIC COMMENTS: None

APPROVAL OF MINUTES: The minutes of the Regular Meeting on May 15, 2023 and the Special Meeting of June 14, 2024 were presented. St Louis moved to approve the minutes as presented. Reeves seconded the motion and it was approved 4/0. No board meetings were held in July of 2024.

CORRESPONDENCE: The SDRMA Annual Payroll Reconciliation Report and Renewal Questionnaire were presented to the board.

OLD BUSINESS:

1. Elliott met with the concrete contractor and Boones Memorials on 8/14/2024 to discuss the cement pad for the columbarium.
2. Angels Sewer and Drain states that the water system for the new area should be installed by October.
3. It was decided that the District should ask owners of burial rights in Section 6 who have not yet buried anyone, if they would be interested in exchanging their plot for a plot in the new area.
4. The board approved the final copy of the wording on the new sick leave law for the Employee Manuel.
5. Kaua motioned to approve the draft of the Work Place Violence Policy. The motion was seconded by St. Louis and passed 4/0
6. The Community Clean Up Day will be on October 12. Karen Kaua will be in charge.
7. It was decided that the cemetery maps should clearly define areas of unmarked known Native American burials to avoid future mistakes on using the ground for new burials.

NEW BUSINESS:

1. Elliott suggested that board members should be planning on how they will handle secretarial, bookkeeping, selling of burial rights etc in future years.
2. Elliott reported that the entry gate is now working and provided the board members with the new code to access the gate.
3. Elliott reported that the EPVMD has not yet acted on the District's request for flags for veterans graves. She will attend their September meeting to remind them of the need.
4. Elliott told the board that several areas of the cemetery need new gravel for the roads
5. Streamline has increased their fee from \$600 to \$760.

GROUNDKEEPER REPORT:

1. The groundskeeper will have been employed 5 years at the end of October so his vacation benefit will double to 2 weeks annually.
2. Angels Pest resprayed some areas where weeds were growing
3. The new wood fence was sealed by the groundskeeper.

FINANCIAL REPORTS

1. County Financials YTD May 31, 2024 were presented.
2. Budget vs Actuals and Itemized Category Reports YTD May 31, 2024 were presented.
3. The draft budget was discussed and some revisions suggested. Kaua motioned that the draft budget with the revisions be approved. St Louis seconded the motion and it passed 4/0
4. Invoices as listed on the Agenda were presented and approved for payment on a motion made by Reeves and seconded by Kaua. The motion passed 4/0
5. Elliott presented the County Auditors explanation of why the District has 2 reserve accounts.

6. Elliott told the board that the County Auditors office failed to pay the Worker Comp and Liability Insurance bills that were sent to them on July 2, so those bills were paid after the deadling. They also refused to reimburse the groundskeeper for his purchase at Calaveras Lumber so Elliott paid it off since he had to be reimbursed.
7. A report on the number of plot sales since May 15 2024 thru August 12, 2024 was presented. 2 cremain plots and 2 10'x10' plots was sold during that time period.

TRUSTEE REPORTS/ITEMS OF INTEREST

DATE OF NEXT MEETING: The next regular meeting will be held on November 21, 2024

ADJOURNMENT: Elliott moved that the meeting be adjourned. St Louis seconded the motion and the motion passed 4/0. The meeting adjourned at 9 PM