

SHILOH DISTRICT CEMETERY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING JULY 17, 2024

We welcome public comment regarding any subject not on the agenda during the time identified for "Public Comment." All matters requiring a response will be forwarded to staff. Presentations made under "Public Comment" are normally restricted to three (3) minutes in length per meeting unless the Chairperson specifically authorizes additional time. Please submit questions at least 24 hours prior to the meeting via email at: shilohcemetery@gmail.com and we will address them. If you have special needs because of a disability that makes it difficult for you to participate in the meeting, or you require assistance or auxiliary aids to participate in the meeting, please contact Victor Kunkel at (707) 838-6684 by at least noon the day preceding the meeting. We will attempt to accommodate your disability. Materials related to open session items on this agenda that are submitted to the Board after distribution of the agenda packet are available for public inspection during normal business hours at the office of the Shiloh District Cemetery, located at 7130 Windsor Road, Windsor, CA 95492.

CALL TO ORDER: The meeting was called to order by Chairperson Stimach at 9:00 AM.

ROLL CALL: Chairperson Stimach X; Vice Chairperson Fuller X; Trustee Pitts X; Trustee Eckles: X; Staff: Manager Kunkel _; Grounds Maintenance Supervisor Kramarsic X.

MEMBERS OF THE PUBLIC: N/A

PUBLIC COMMENT: N/A

TRUSTEE COMMENTS/STATEMENT OF CONFLICT OF INTEREST: N/A

CORRESPONDENCE: N/A

APPROVAL OF MINUTES: Approve Minutes of June 18, 2024 Regular Meeting. **Motion: Trustee Fuller. 4 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims requests #23, #24 and #25; and (ACH) #13; FY 2023 - 2024. **Motion: Trustee Fuller. 4 Ayes. Motion Carried.**

GROUND MAINTENANCE SUPERVISOR'S REPORT: Grounds Maintenance Supervisor Kramarsic reported that the grounds are generally ok and we are dealing with a lot of hot weather. Since our last board meeting we have had three (3) services. All month Supervisor Kramarsic has been in communication with the Town of Windsor, Polyguard (liners), Windsor Golf Course, North-Bay Tree and Weed, and other cemeteries.

MANAGER'S/TREASURER'S REPORT: In Manager Kunkel's absence, Supervisor Kramarsic reported on June savings realized by using CalCARD. Expenditures and deposits were discussed as was Shiloh Annex progress. Steven Sharp, as previous reported, continues to call Permit Sonoma to check the status and the next steps. There were 12,691 visits to our web page in May with ten (10) communications and eleven requests for information. Eight (8) families were advised on the burial process. Reallocations for


June were submitted and accepted. Quarterly taxes for Q2 Calendar Year 2024 were completed and submitted.

DISCUSSION AND ACTION ITEMS:

- A. Shiloh District Cemetery Annex. **Discussion. Further Discussion at August 21, 2024 Board Meeting.**
- B. Graveside Services AED and First Aid Kit. **Discussion. Further Discussion at August 21, 2024 Board Meeting.**
- C. CAPC Annual Education Seminar. **Discussion. Chairperson Stimach and Vice Chairperson will attend.**

ADJOURNMENT: 9:30 AM. **Motion: Trustee Eckles. Vote: 4 Ayes. Motion Carried.**

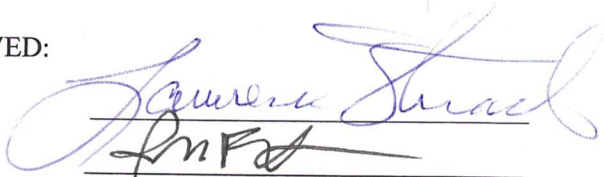
The next Regular meeting will be held on Wednesday, August 21, 2024 at 9:00 AM at 7130 Windsor Road, Windsor, GA 95492.



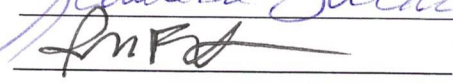
Victor Kunkel – Board Secretary

MINUTES APPROVED:

Lawrence Stimach



Richard Fuller



Ann Pitts

Archie Eckles