

SHILOH DISTRICT CEMETERY  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING October 21, 2020

*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. 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.*

*This will be a virtual (conference call) Special Meeting due to the Covid-19 Shelter in Place order. Should the public wish to participate, please submit questions prior to the meeting via email at [shilohcemetery@gmail.com](mailto:shilohcemetery@gmail.com) and we will address them. The phone number to dial is 1 310-372-7549. The Conference Code is 286045. Please dial in a few moments early as we will start promptly. During the meeting, please mute your phone.*

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

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

PUBLIC COMMENT: Five general contacts through Web Page.

TRUSTEE COMMENTS/STATEMENT OF CONFLICT OF INTEREST: None.

CORRESPONDENCE: None.

APPROVAL OF MINUTES: Approve Minutes of September 16, 2020 Regular Meeting. **Motion: Vice Chairperson Stimach. Vote: 5 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims requests #5 and #6; and (ACH) #5 and #6; FY 2020 - 2021. **Motion: Vice Chairperson Stimach. Vote: 5 Ayes. Motion Carried.**

GROUND MAINTENANCE SUPERVISOR'S REPORT: Grounds Maintenance Supervisor Kramarsic reported that grounds maintenance is going as planned. We continued to apply additional water due to extreme heat and worked on our irrigation systems. Our efforts for grave side service safety are working well and the families have been cooperative.

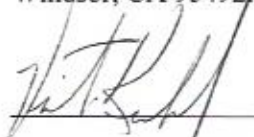
MANAGER'S/TREASURER'S REPORT: Manager Kunkel reported on FY 2020 savings realized by using CalCARD, progress of our new legal firm in helping with development of our annex, web page maintenance, community education should families call SDC prior to calling a mortuary, success of our soft approach with families relative to compliance to CDC and Sonoma County COVID-19 rules, new burials, income and expenditures, sales and deposits.

DISCUSSION AND ACTION ITEMS:

- A. Shiloh District Cemetery Annex. **Discussion. Further discussion at November 18, 2020 Trustee Meeting.**
- B. Memorial Lawn Canon. **Discussion. Further discussion at November 18, 2020 Trustee Meeting.**
- C. Approve Continued Staff Employment, Wages and Benefits through the December 16, 2020 Regular Meeting of the Board of Trustees as due to the COVID-19 Virus Shelter in Place order as needed. **Discussion and Motion for Approval. Motion: Vice Chairperson Stimach. Vote: 5 Ayes. Motion Carried.**

ADJOURNMENT: 9:28 AM. **Motion: Vice Chairperson Stimach. Vote: 5 Ayes. Motion Carried.**

The next Regular meeting is on Wednesday, November 18, 2020 at 9:00 AM at 7130 Windsor Road, Windsor, CA 95492



Victor Kunkel - Board Secretary

MINUTES APPROVED:

Richard Fuller

Lawrence Stimach

Archie Eckles

Lewis Meyers

Ann Pitts

