

SHILOH DISTRICT CEMETERY  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING NOVEMBER 15, 2023

*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](mailto: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 Pitts at 9:00 AM.

ROLL CALL: Chairperson Pitts X; Vice Chairperson Eckles X; Trustee Stimach   ; Trustee Fuller: X;  
Staff: Manager Kunkel X; 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 October 18, 2023 Regular Meeting. **Motion: Trustee Fuller. 3 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims requests #7 and #8; and (ACH) #5; FY 2023 - 2024. **Motion: Trustee Fuller. 3 Ayes. Motion Carried.**

GROUND MAINTENANCE SUPERVISOR'S REPORT: Supervisor Kramarsic reported that due to nice weather we are focusing on winter prep. Water from Town of Windsor has been shut off as of October 30<sup>th</sup> for the winter. Since our last board meeting, there have been no services. This is no update on the cannon. We've been in contact with Richard from the Town of Windsor about water. North Bay Tree and Weed stopped by on November 3<sup>rd</sup>; a walk through has been scheduled.

MANAGER'S/TREASURER'S REPORT: Manager Kunkel reported on October savings realized by using CalCARD. Expenditures and deposits were discussed as was Shiloh Annex progress. Rincon Consultants continue to develop their report. LACO Associates have developed a draft site plan and we have been talking with them about details. October reallocations were completed and submitted.

DISCUSSION AND ACTION ITEMS:

- A. Shiloh District Cemetery Annex. **Discussion. Further Discussion at the December 20, 2023 Board Meeting.**
- B. Memorial Lawn Cannon. **Discussion. Further Discussion at the December 20, 2023 Board Meeting.**
- C. Board Member Search for Fifth Seat. **Discussion. Further Discussion at the December 20, 2023 Board Meeting.**
- D. Strategic Planning. **Discussion. Further Discussion at the December 20, 2023 Board Meeting.**
- E. Holidays/events relative to Shiloh. **Discussion.**
- F. Price List Revision for Calendar Year 2024. **Discussion and Motion for Approval. Motion: Trustee Fuller. Vote: 3 Ayes. Motion Carried.**

ADJOURNMENT: 10:02 AM. **Motion: Trustee Fuller. Vote: 3 Ayes. Motion Carried.**

The next Regular meeting will be held on Wednesday, December 20, 2023 at 9:00 AM at 7130 Windsor Road, Windsor, CA 95492.



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Victor Kunkel – Board Secretary

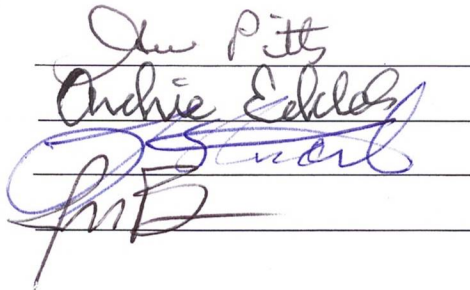
MINUTES APPROVED:

Ann Pitts

Archie Eckles

Lawrence Stimach

Richard Fuller



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