

SHILOH DISTRICT CEMETERY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING DECEMBER 21, 2022

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) Regular Meeting due to Covid-19. Should the public wish to participate, please submit questions prior to the meeting via email at 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 Eckles at 9:00 AM.

ROLL CALL: Chairperson Eckles X; Vice Chairperson Pitts ; Trustee Stimach X; Trustee Fuller X; Trustee Macias-Lazzarini: 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:

Trustee Stimach discussed Town of Windsor Councilman Salmon's Recommendations of Grant Writing.

CORRESPONDENCE: N/A

APPROVAL OF MINUTES: Approve Minutes of November 16, 2022 Regular Meeting. **Motion: Trustee Fuller. Vote: 4 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims requests #9 and #10: and (ACH) #9; FY 2022 - 2023. **Motion: Trustee Stimach. 4 Ayes. Motion Carried.**

GROUND MAINTENANCE SUPERVISOR'S REPORT: Manager Kramarsic reported that the grounds are looking good given the time of year; we are winterized with the final pre-emergent of the season to be applied on 12/21/2022. Town of Windsor water has been shut off for the season. There have been (5) five burials since our last meeting. Richard from Town of Windsor communicated that shutting of water went well.

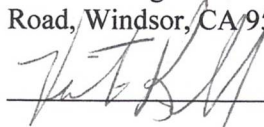
MANAGER'S/TREASURER'S REPORT: Manager Kunkel reported on November savings realized by using CalCARD. Expenditures, and deposits were discussed as was Shiloh Annex progress; we have an appointment with an experienced project manager on January 11, 2023. There were 1,101 visits to our webpage in November. Community education was discussed. COVID19 Protection for families and staff were discussed. Reallocations for November were completed, submitted and accepted.

DISCUSSION AND ACTION ITEMS:

- A. Shiloh District Cemetery Annex. **Discussion. Further Discussion at January 18, 2023 Trustee Meeting.**
- B. California Special Districts Association (CSDA) Membership. **Discussion. Motion to Approve CSDA Membership: Trustee Fuller. Vote: 4 Ayes. Motion Carried.**
- C. Manager Kunkel Vacation. **Discussion. Motion to Accept and Acknowledge; Revisit in December 2023: Trustee Fuller. Vote: 4 Ayes. Motion Carried.**
- D. Christmas Tree for Display on Grounds. **Discussion. Tabled Until September 2023.**
- E. Elect Board Chairperson and Vice Chairperson. **Discussion. Motion to Elect Trustee Pitts to Position of Chairperson and Trustee Macias-Lazzarini to Position of Vice Chairperson by Trustee Fuller, Seconded by Chairperson Eckles. Vote: 4 Ayes. Motion Carried.**

ADJOURNMENT: 10:03 AM. **Motion: Trustee Fuller. Vote: 4 Ayes. Motion Carried.**


The next Regular meeting will be held on Wednesday, January 18, 2023 at 9:00 AM at 7130 Windsor Road, Windsor, CA 95492.



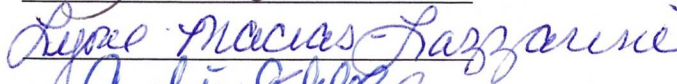
Victor Kunkel – Board Secretary

MINUTES APPROVED:

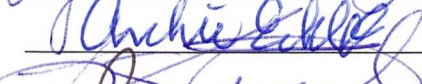
Ann Pitts



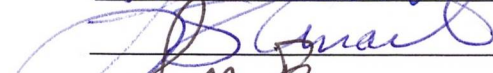
Lylene Macias-Lazzarini



Archie Eckles



Lawrence Stimach



Richard Fuller

