

SHILOH DISTRICT CEMETERY  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING OCTOBER 16, 2019

*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.*

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

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

PUBLIC COMMENT: None

TRUSTEE COMMENTS/STATEMENT OF CONFLICT OF INTEREST: None

CORRESPONDENCE: Gary McMahon

APPROVAL OF MINUTES: Approve Minutes of September 18, 2019 Regular Meeting. **Motion: Trustee Meyers. Vote: 3 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims requests #5 and #6, and (ACH) #4 and #5; FY 2019-2020. **Motion: Trustee Meyers. Vote: 3 Ayes. Motion Carried.**

GROUND MAINTENANCE SUPERVISOR'S REPORT: Manager Kunkel, in Grounds Maintenance Supervisor Kramarsic's absence, reported that maintenance is on schedule, there were 3 services during this period, discussed bench sponsorships, placing of the of the next order of 68 liners, positive results of the technology upgrade to the irrigation system.

MANAGER'S/TREASURER'S REPORT: Manager Kunkel reported on new burials, income and expenditures, sales and deposits, FY 2020 savings realized by using CalCARD, credit card project progress, SDC Annex progress, county audit progress, progress on the change to an independent audit firm and starting a design for updating computer equipment.

DISCUSSION AND ACTION ITEMS:

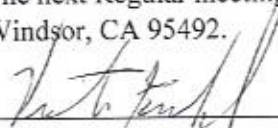
A. Shiloh District Cemetery Annex. **Discussion. Further discussion at November 20, 2019 Trustee Meeting.**

B. Search for Independent Audit Firm. **Discussion. Further discussion at November 20, 2019 Trustee Meeting.**

C. January 1, 2020 Price list. Discussion and motion for approval. Discussed. Motion: Trustee Meyers. Vote: 3 Ayes. Motion Carried.

ADJOURNMENT: 10:01 AM. Motion: Trustee Stimach. Vote: 3 Ayes. Motion Carried.

The next Regular meeting is on Wednesday, November 20, 2019 9:00 AM at 7130 Windsor Road, Windsor, CA 95492.

  
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Victor Kunkel – Board Secretary

MINUTES APPROVED:

Richard Fuller	
Lawrence Stimach	
Archie Eckles	
Lewis Meyers	
Ann Pitts	