

BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING JULY 15, 2026

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 10:00 AM.

ROLL CALL: Chairperson Stimach X; Vice Chairperson Pitts X; Trustee Fuller X; Trustee Glass 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 June 17, 2026, Regular Meeting. **Motion: Trustee Pitts, Seconded by Trustee Glass. 4 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims Requests #24 and #25; and (ACH) #12; FY 2025 - 2026. **Motion: Trustee Piits, Seconded by Trustee Fuller. 4 Ayes. Motion Carried.**

GROUNDS MAINTENANCE SUPERVISOR'S REPORT: Grounds Maintenance Supervisor Kramarsic reported that the grounds are in good shape. We are considering additional fertilization. We are also planning a variety of smaller projects. We have had two (2) interments since the last board meeting. We continue to sell liners. We continue to remain in contact with the Town of Windsor, North-Bay Tree and Weed, and other cemeteries.

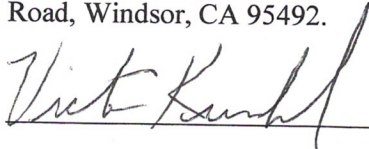
MANAGER'S/TREASURER'S REPORT: Manager Kunkel reported June savings realized by using CalCARD. Expenditures and deposits were discussed as was Shiloh Annex progress. There were 17,091 visits to our web page in June. There were six (6) general communications and seven (7) requests for information. We advised five (5) families on the burial process. June reallocations were submitted and accepted.

DISCUSSION AND ACTION ITEMS:

- A. Shiloh District Cemetery Annex. **Discussion. Further Discussion at the August 19, 2026, Board Meeting.**
- B. Signage and Lighting. **Discussion.**
- C. Well Water Filtration. Update Proposal not to Exceed \$2,317.72. **Discussion and Motion for Approval. Motion to Approve Expenditure: Trustee Fuller, Seconded by Trustee Pitts. Vote: 4 Ayes. Motion Carried.**
- D. Assistant Manager for Training Purposes. **Discussion and Motion for Approval. Motion to Offer Jeff Kramarsic Position of District Manager, Effective November 1, 2026: Trustee Fuller, Seconded by Trustee Pitts. Vote: 4 Ayes. Motion Carried.**

ADJOURNMENT: 10:55 AM. **Motion: Trustee Fuller, Seconded by Trustee Pitts. Vote: 4 Ayes. Motion Carried.**

The next Regular meeting will be held on Wednesday, August 19, 2026, at 10:00 AM at 7130 Windsor Road, Windsor, CA 95492.



Victor Kunkel – Board Secretary

MINUTES APPROVED:

Lawrence Stimach

Ann Pitts

Richard Fuller

Elizabeth Glass

