

SHILOH DISTRICT CEMETERY  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING NOVEMBER 20, 2024

*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 Trustee Eckles at 9:00 AM.

ROLL CALL: Chairperson Stimach X; Vice Chairperson Fuller X; Trustee Pitts X; Trustee Eckles: 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 16, 2024, Regular Meeting. **Motion: Trustee Fuller. 4 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims requests #7 and #8; and (ACH) #4; FY 2024 - 2025. **Motion: Trustee Fuller. 4 Ayes. Motion Carried.**

GROUND MAINTENANCE SUPERVISOR'S REPORT: Grounds Maintenance Supervisor Kramarsic reported that the parks and grounds are good. We finally had a good frost so the grass will slow down. We turned off green waste for a month so we can accumulate enough to be worthwhile. Water is also shut off for the winter. and we are keeping up with maintenance. Since our last board meeting, we have had two (2) interments. liners continue to sell. We continue to stay in communication with the Town of Windsor, Polyguard, Windsor Golf Course, North Bay Tree and Weed and with other cemeteries.

MANAGER'S/TREASURER'S REPORT: 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. Steven Sharp participated in a meeting with Rincon, LACO and Permit

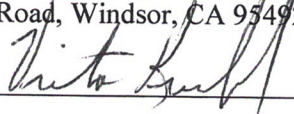
Sonoma and is working with Rincon to provide a botanical inventory survey letter to document the methods and results of the 2024 survey. There were 11,987 visits to our web page in October with eight (8) general communications and seven (7) requests for information. We advised seven (7) families on the burial process. Q3 Taxes were completed, submitted and accepted, and reallocations for October were submitted and accepted.

DISCUSSION AND ACTION ITEMS:

- A. Shiloh District Cemetery Annex. **Discussion. Further Discussion at December 18, 2024 Board Meeting.**
- B. Board Meeting Start Time. Discussion. Further Discussion at December 18, 2024 Board Meeting.
- C. Board Officer Annual Election. Discussion. Discussion and Motion at December 18, 2024 Board Meeting.
- D. Price List Revision for Calendar Year 2025. **Discussion and Motion for Approval. Motion to Adopt Price List Dated January 1, 2025, effective January 1, 2025: Trustee Stimach. Second: Trustee Eckles. Vote: 3 Ayes; 1 Nay. Motion Carried.**

ADJOURNMENT: 9:14 AM. **Motion: Trustee Fuller. Vote: 4 Ayes. Motion Carried.**

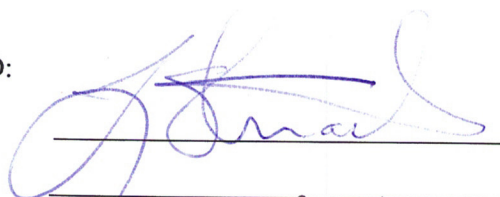
The next Regular meeting will be held on Wednesday, December 18, 2024, at 9:00 AM at 7130 Windsor Road, Windsor, CA 95492.

  
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Victor Kunkel – Board Secretary

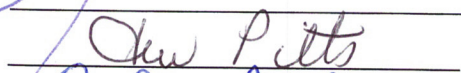
MINUTES APPROVED:

Lawrence Stimach

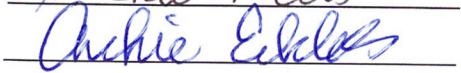
  
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Richard Fuller

Ann Pitts

  
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Archie Eckles

  
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