

SHILOH DISTRICT CEMETERY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING JUNE 16, 2021

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 Stimach at 9:00 AM.

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

MEMBERS OF THE PUBLIC: Lyone Macias-Lazzarini.

PUBLIC COMMENT: N/A

TRUSTEE COMMENTS/STATEMENT OF CONFLICT OF INTEREST: N/A

CORRESPONDENCE: N/A

APPROVAL OF MINUTES: Approve Minutes of May 19, 2021 Regular Meeting. **Motion: Trustee Eckles. Vote: 4 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims requests #22 and #23; and (ACH) #20 and #21; FY 2020 - 2021. **Motion: Trustee Pitts. Vote: 4 Ayes. Motion Carried.**

GROUNDS MAINTENANCE SUPERVISOR'S REPORT: Grounds Maintenance Supervisor Kramarsic reported that maintenance of grounds is all on schedule though we are concerned by water. The Town of Windsor mowed again on June 8th. There were four (4) services since the last board meeting. Chris from North Bay Tree and Weed performed a walk through and discussed the water situation relative to our grassy area's health.

MANAGER'S/TREASURER'S REPORT: Manager Kunkel reported on May savings realized by using CalCARD, Rincon's wells showed that all three wells were dry as of 10 May 2021, May web page visits totaled 1,327, seven (7) general communications and four (4) requests that resulted in two (2) full burials and one (1) ash internment, continued COVID-19 protection for families and cemetery staff, Preliminary FY 2021/2022 budget, work on annual cost of living increase information, and ads for Memorial Day.

DISCUSSION AND ACTION ITEMS:

- A. Shiloh District Cemetery Annex. **Discussion. Further Discussion at July 21, 2021 Trustee Meeting.**
- B. Display Veteran Photo(s) and/or Stories on Future Memorial Days. **Discussion. Letter to Vets Organizations to Provide Easels. Further Discussion at July 21, 2021 Trustee Meeting.**
- C. Wreaths Across America Wreaths for Graves of Veterans on Future Memorial Days and Christmas. **Discussion. Trustee Eckles to Manage Project.**
- D. FY 2021/2022 Cost of Living Increase. **Discussion and Motion for Approval. Motion: Trustee Fuller. Vote 4 Ayes. Motion Carried.**
- E. Potential Step Increase for Employee Timothy Hale, GMT I. **Discussion and Motion for Approval. Motion: Trustee Pitts. Vote 4 Ayes. Motion Carried.**

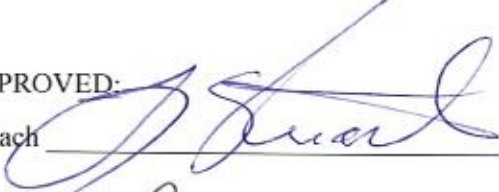
ADJOURNMENT: 9:57 AM. **Motion: Trustee Pitts. Vote: 4 Ayes. Motion Carried.**

The next Regular meeting is on Wednesday, July 21, 2021 at 9:00 AM at 7130 Windsor Road, Windsor, CA 95492.



Victor Kunkel – Board Secretary

MINUTES APPROVED:

Lawrence Stimach 

Ann Pitts

Richard Fuller 

Archie Eckles 