

SHILOH DISTRICT CEMETERY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OCTOBER 16, 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 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 ; 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 September 18, 2024 Regular Meeting. **Motion: Trustee Pitts. 3 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims requests #5 and #6; and (ACH) #3; FY 2024 - 2025. **Motion: Trustee Pitts. 3 Ayes. Motion Carried.**

GROUNDS MAINTENANCE SUPERVISOR'S REPORT: Grounds Maintenance Supervisor Kramarsic reported that the grounds are good and we are keeping up with maintenance. The fence has been repaired and the vendor did a great job. We continue to work with WPD with a goal to get reimbursed if at all possible. Since our last board meeting, we have had four (4) interments. The liner spreadsheet was revamped and handed it out at the meeting. 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 September savings realized by using CalCARD. Expenditures and deposits were discussed as was Shiloh Annex progress. Steven Sharp reached Permit Sonoma and has a meeting scheduled with

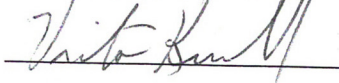
LACO and Rincon. The focus is to be setback of roadways and the rare Tar Flower. There were 10,689 visits to our web page in September with 11 general communications and nine (9) requests for information. We advised eight (8) families on the burial process. Reallocations for September were submitted and accepted. We updated the GSRMA Annual Financials for FY 2025/2026 that predicts our next FY Financials using our current numbers. Once the final numbers are reported at the end of the next FY, a True-Up process will rectify outstanding amounts.

DISCUSSION AND ACTION ITEMS:

- A. Shiloh District Cemetery Annex. **Discussion. Further Discussion at November 20, 2024 Board Meeting.**
- B. Price List Revision Reflecting Increase of Sonoma County Sales Tax to 9%. **Discussion and Motion for Approval. Motion: Trustee Pitts. Vote: 3 Ayes. Motion Carried.**
- C. Replacement of Damaged Fencing by Coggins Fence at a cost of \$4,975.60. **Discussion and Motion for Approval. Motion: Trustee Pitts. Vote: 3 Ayes. Motion Carried.**

ADJOURNMENT: 9:17 AM. **Motion: Trustee Pitts. Vote: 3 Ayes. Motion Carried.**

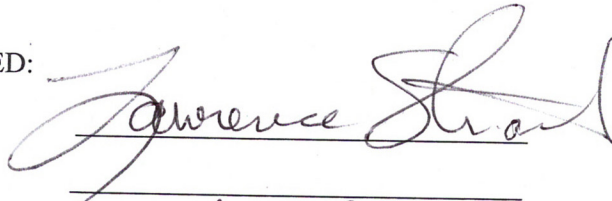
The next Regular meeting will be held on Wednesday, November 20, 2024 at 9:00 AM at 7130 Windsor Road, Windsor, CA 95492.



Victor Kunkel – Board Secretary

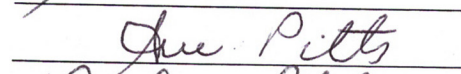
MINUTES APPROVED:

Lawrence Stimach



Richard Fuller

Ann Pitts



Archie Eckles

