

SHILOH DISTRICT CEMETERY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING JANUARY 15, 2025

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 Fuller X; Trustee Pitts X; Trustee Eckles: X; Staff: Manager Kunkel X; Grounds Maintenance Supervisor Kramarsic X.

Note: Trustee Fuller, due to technical difficulties, was unable to attend roll call. He signed in, via phone, at 10:15 AM.

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 December 18, 2024, Regular Meeting. **Motion: Trustee Eckles. 3 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims requests #11 and #12; and (ACH) #6; FY 2024 - 2025. **Motion: Trustee Pitts. 3 Ayes. Motion Carried.**

GROUNDS MAINTENANCE SUPERVISOR'S REPORT: Grounds Maintenance Supervisor Kramarsic reported that the parks and grounds are ok. We've had some nice weather so we can get caught up on edging and mowing. Our new employee, Tyler, has started and is doing well. Since our last board meeting, we have had four (4) interments. Liners continue to sell well. We continue to stay in communication with the Town of Windsor, Polyguard, Windsor Golf Course, North Bay Tree and Weed and with other cemeteries.

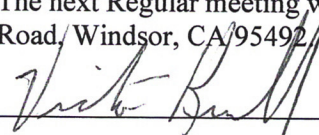
MANAGER'S/TREASURER'S REPORT: MANAGER'S/TREASURER'S REPORT: Manager Kunkel reported on December savings realized by using CalCARD. Expenditures and deposits were discussed as was Shiloh Annex progress. Steven Sharp is on top of Permit Sonoma. There has been no reported progress. There were 8,318 visits to our web page in December with seven (7) general communications and five (5) requests for information. We advised eight (8) families on the burial process. Q4 quarterly taxes are in progress and December reallocations were submitted and accepted.

DISCUSSION AND ACTION ITEMS:

- A. Shiloh District Cemetery Annex. **Discussion. Further Discussion at February 19, 2025, Board Meeting.**

ADJOURNMENT: 10:34 AM. **Motion: Trustee Eckles. Vote: 4 Ayes. Motion Carried.**

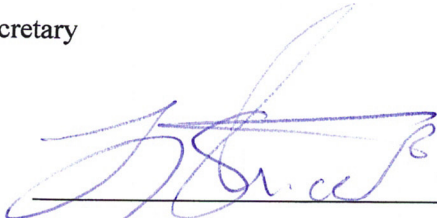
The next Regular meeting will be held on Wednesday, February 19, 2025, at 10:00 AM at 7130 Windsor Road, Windsor, CA/95492



Victor Kunkel – Board Secretary

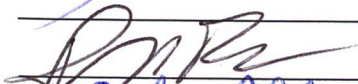
MINUTES APPROVED:

Lawrence Stimach



Ann Pitts

Richard Fuller



Archie Eckles

