

SHILOH DISTRICT CEMETERY  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING MARCH 15, 2023

*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](mailto: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 Pitts at 9:00 AM.

ROLL CALL: Chairperson Pitts X; Vice Chairperson Macias-Lazzarini X; Trustee Eckles X; Trustee Stimach X; Trustee Fuller: 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 February 15, 2023 Regular Meeting. **Motion: Trustee Fuller. 5 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims requests #15 and #16: and (ACH) #14; FY 2022 - 2023. **Motion: Trustee Fuller. 5 Ayes. Motion Carried.**

GROUNDS MAINTENANCE SUPERVISOR'S REPORT: Manager Kramarsic reported that the grounds have been very wet due to continuous storms. The combination of heavy wind and rain caused a pine tree near Shiloh Road to dangerously split and require removal. We continue to monitor the grounds and keep drains clear. There have been (6) six services since our last meeting. Regarding the cannon, Chairperson Pitts and Trustee Fuller are working on wheel options.

MANAGER'S/TREASURER'S REPORT: Manager Kunkel reported on February savings realized by using CalCARD. Expenditures, and deposits were discussed as was Shiloh Annex progress. The board approved the Sharpe Associates Annex consulting service agreement and the principal immediately requested a virtual meeting with Permit Sonoma. There were 1,048 visits to our webpage in February. Community education was discussed. Reallocations for February were completed, submitted and accepted. Our FY 2021/2022 annual audit is nearly complete.

DISCUSSION AND ACTION ITEMS:

- A. Shiloh District Cemetery Annex. **Discussion. Further Discussion at April 19, 2023 Board Meeting.**
- B. Memorial Lawn Cannon. **Discussion. Further Discussion at April 19, 2023 Board Meeting.**
- C. Memorial Day Event. **Discussion. Further Discussion at April 19, 2023 Board Meeting.**
- D. Emergency Removal of Large Pine in Old Cemetery Adjacent to Shiloh Road. **Discussion and Motion to Approve: Trustee Fuller. Vote: 5 Ayes. Motion Carried.**

ADJOURNMENT: 10:00 AM. **Motion: Trustee Fuller. Vote: 5 Ayes. Motion Carried.**

The next Regular meeting will be held on Wednesday, April 19, 2023 at 9:00 AM at 7130 Windsor Road, Windsor, CA 95492.

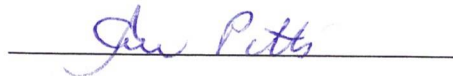


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Victor Kunkel – Board Secretary

MINUTES APPROVED:

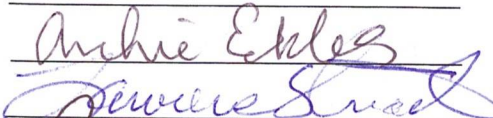
Ann Pitts



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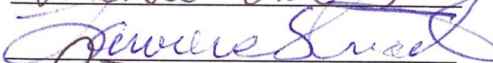
~~Lylene Macias Lazzarini~~

Archie Eckles



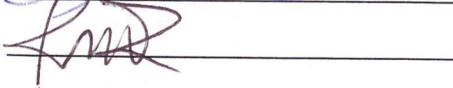
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Lawrence Stimach



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Richard Fuller



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