

SHILOH DISTRICT CEMETERY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING JUNE 18, 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 Chairperson Stimach 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 _.

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 May 15, 2024 Regular Meeting. **Motion: Trustee Fuller. 4 Ayes. Motion Carried.**

RATIFICATION OF BILLS: Claims requests #21 and #22; and (ACH) #12; FY 2023 - 2024. **Motion: Trustee Fuller. 4 Ayes. Motion Carried.**

GROUNDS MAINTENANCE SUPERVISOR'S REPORT: Memorial Day is complete and was a success. The grounds look good and the turnout was great! We continue to deal with recycled water as usual. Since our last board meeting we have had 5 services. We have 3 liners left and a new order is needed. We continue to be in communication with the Town of Windsor, WGC, North Bay Tree Weed and other cemeteries. The Annex has been mowed by Richard at Town of Windsor and they are now irrigating. Instructions were given not to do the 2nd mowing like last year.

MANAGER'S/TREASURER'S REPORT: Manager Kunkel reported on May savings realized by using CalCARD. Expenditures and deposits were discussed as was Shiloh Annex progress. Steven Sharp, as previous reported, continues to call Permit Sonoma to check the status and the next steps. There were

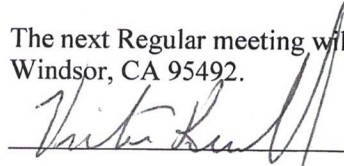
12,070 visits to our web page in May with 11 general communications and eleven requests for information. I advised eight (8) families on the burial process. Reallocations for May were submitted and accepted. Next year's Golden State insurance questionnaire(s) have been completed and submitted.

DISCUSSION AND ACTION ITEMS:

- A. Shiloh District Cemetery Annex. **Discussion. Further Discussion at July 17, 2024 Board Meeting.**
- B. Board Member Search for Fifth Seat. **Discussion.**
- C. Memorial Day May 27, 2024 Wrap Up. **Discussion.**
- D. Memorial Bench for Former Trustees Patricia Foster, Lee Dysart and Charles Betschart. **Discussion. Carry over to June 18, 2025 Board Meeting.**
- E. Polyguard Liner Invoice for \$37,860.00. **Discussion and Motion to Approve. Motion: Vice Chairperson Fuller Not to Exceed \$37,860.00. Seconded by Trustee Pitts. Vote: 4 Ayes. Motion Carried.**
- F. COLA Cost of Living Potential Increase Effective July 1, 2024. **Discussion and Motion to Approve. Motion: Vice Chairperson Fuller to Adopt 3.0% COLA Increase, effective July 1, 2024. Seconded by Trustee Pitts. Vote: 4 Ayes. Motion Carried.**

ADJOURNMENT: 10:04 AM. Motion: Vice Chairperson Fuller. Vote: 4 Ayes. Motion Carried.

The next Regular meeting will be held on Wednesday, July 17, 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

