

Shasta Valley Cemetery District
Regular Board Meeting Minutes
August 18, 2021

The Shasta Valley Cemetery District Board of Trustees meeting was called to order on August 18, 2021 at 10:00 a.m. The meeting was held at 1312 Fairlane Rd, Yreka, CA

Roll Call: Trustee McNeil, Trustee Bacigalupi, Trustee Osborn, Trustee Terwilliger, Richard Schnepf, District Grounds Administrator, Carla Alcorn, District Office Administrator

Public Present: No public present

Correspondence: Survey Cards – several positive, one negative

Approval of Minutes: Trustee Bacigalupi made a motion to approve the Minutes of the July 21, 2021 Board Meeting. Trustee Terwilliger seconded the motion. Motion carried.

Approval of Income & Expenditures: Total Income for July \$12,820.83 and total Expenses in July were \$15,531.10. Trustee Bacigalupi made a motion to approve the Income and Expenditures for July 2021. Trustee Osborn seconded the motion. Motion carried.

District Grounds Administrator Report: There were 2 full burials and 6 cremains burials in July. The cylinders for the backhoe arrived. Rich will put them on. Dump truck is still not repaired. Rear axle was loose, but the ignition switch needs to be replaced. The Dodge pickup needs new tires. Rich had a quote from Les Schwab. Trustee Bacigalupi made a motion to purchase new tires for the Dodge pickup. Trustee Osborn seconded the motion. Motion carried. Rich stated he is having an issue working with the smoke from the forest fires. Cal OSHA recommends N95 masks to filter out particles from the smoke. Trustee Bacigalupi made a motion for Rich to purchase N95 masks. Trustee Terwilliger seconded the motion. Motion carried. Rich said he still has not put the plaques on the new columbarium. Board replied there has to be an adhesive that will work. Board suggested contacting Matthew International to see what type of adhesive they use and how they drill for the plaques. Carla will contact Matthew's and ask them.

District Office Administrator Report – Carla received a request from Deidre Bingham requesting the District buy back a half plot purchased by her parents Gordon and Glenda Thomas in 2004. The parents have passed and have been scattered elsewhere. The price to refund would be \$267.50. Trustee McNeil made a motion to buy back the half plot for \$267.50. Trustee Osborn seconded the motion. Motion carried. Carla informed the Board that Cal PERS Health Insurance will be increasing in January 2022 to \$1,057.01 per month. The District will be paying that amount for Rich.

Board Member & Committee Reports

Employees Administration.....Rory McNeil
Cemetery Improvements Donna Bacigalupi
Finance.....Matt Osborn & Gary Freeman
Friends of Shasta Valley Cemeteries

Policy & ProceduresGary Freeman & Matt Osborn
Public Relations.....Donna Bacigalupi
Girdner's Liaison.....Rory McNeil

Trustee McNeil and Trustee Terwilliger will compose an ad for Office Manager.

Trustee Bacigalupi reported that the road maintenance cannot be done at this time due to no moisture.

Policies & Procedures: This time is set aside for Trustees to request changes to District Policies and Procedures items to be put on the next meeting Agenda.

