

Shasta Valley Cemetery District

Regular Board Meeting Minutes

October 21, 2020

The Shasta Valley Cemetery District Board of Trustees meeting was called to order on October 21, 2020 at 10:00 a.m. The meeting was held at the County Administration Offices, 1312 Fairlane Rd, Yreka, CA.

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

Public Present: Father Lawrence, Friends of Shasta Valley Cemeteries, Inc. Father Lawrence gave an update on Friends of Shasta Valley Cemeteries, Inc. The cadaver dog will search along the south border of City Cemetery when the weather cools off. They are trying to locate someone to come into Evergreen Cemetery to identify what trees needs to be pruned and/or removed.

Correspondence: Survey Cards – All survey cards returned were positive.

Approval of Minutes: Trustee Freeman made a motion to approve the Minutes of the September 16, 2020 Board Meeting. Trustee Osborn seconded the motion. Motion carried.

Approval of Income & Expenditures: Total Income for August was \$16,846.15 and total Expenses for August were \$19,633.82. Trustee Freeman made a motion to approve the Income and Expenditures for September 2020. Trustee Terwilliger seconded the motion. Motion carried.

District Grounds Administrator Report: There were five burials in September, one full burial and four cremains. Rich has been doing general cleanup of the cemeteries. New columbarium in Evergreen Cemetery was installed. Headstones in Little Shasta have been realigned in the South Section. Trustee Freeman asked Rich why he doesn't use equipment to move dirt after full burials instead of 5 gallon buckets. Rich replied that the tractor was worthless except for using it to plow snow and the backhoe cannot get into some places. Trustee Freeman and Trustee Osborn commented that it was not cost effective to remove stockpiles by hand with buckets for \$23.21 hr.

District Office Administrator Report: Carla reported that health insurance premiums will be going up \$74.66 per person. Girdners NCM quoted \$125.00 to engrave niche plates with names(s) and dates and \$225.00 if they put any type of border design on them. Rich would have to take the niche plate off and deliver to them for the engraving. Carla recommended the District stay with the bronze plaques from Matthews International which matches all other existing niche plaques. Carla gave an update on PARS statements of interest gained and lost in July, August and September 2020.

Board Member & Committee Reports

Employees Administration.....Rory McNeil & Matt Osborn
Cemetery Improvements Donna Bacigalupi & Jackie Terwilliger
Finance.....Matt Osborn Gary Freeman

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

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

Trustee Freeman made a motion to have all curbing installed flush with the ground in all District cemeteries with exceptions made if necessary. Trustee Osborn seconded the motion. Motion carried.

