

SOUTH KERN CEMETERY DISTRICT/ARVIN
MINUTES OF A SPECIAL MEETING
OF THE BOARD OF TRUSTEES HELD
AT THE ARVIN PUBLIC LIBRARY AT 5:30 P.M.
Tuesday, July 10, 2012

Trustees Present: Chandra Mead, Manuel Pantoja, Cynthia Nicholson-Thome

Trustees Absent: Faye Holbert

Also Present: Lisa Wood; Mark Vandborg; Farrell Neeley

The meeting was delayed due to late arrival of Cynthia Thome. Meeting called to order by Manuel Pantoja, acting President at 5:42 PM.

This meeting was called to review the Preliminary Budget for the 2012-2013 Fiscal year, a proposed Price Increase and Salary Recommendations.

1. Cynthia Thome made motion, seconded by Chandra Mead to accept the proposed price Increase of 8% with all prices rounded up to the nearest dollar. Motion passed with 3 ayes and 0 nays.
2. Preliminary Budget – variations of 1st and 2nd scenario to be combined and presented with new salary recommendations and final budget to be review/approved at the Regular meeting of the board on Tuesday, July 17, 2012.
3. Salary Recommendations – after performance evaluations were given in closed session. Motion was made by Chandra Mead, seconded by Cynthia Thome to approve a 1% increase for Manager, a 3% increase for part office staff, and 13.3% for groundsman # 3 with promotion to Foreman and no increases for groundsman # 2 and # 3. Motion passed with 3 ayes and 0 nays.
4. Also on agenda was discussion to re-visit option for JCB Backhoe from West Side Cemetery District. Their Board of Directors of that district requested we make a minimum offer of \$500.00 for the purchase of the backhoe which could be sold to the public for over \$10,000. Mark Vandborg reported that he test drove JCB Backhoe, and it operated very well, and would highly recommend it for purchase. Mark Vandborg also stated that if we bought it and did minor repairs and decided we did not want, we should be able to sell for 10-15K.

Cynthia Thome recommended to board and it was agreed that if repairs of \$3,000.00 done, and then further repairs are needed, any future repairs exceeding \$7,000.00 to be brought to the board. Chandra Mead made motion, seconded by Cynthia Thome to offer \$500.00 for the backhoe with a cap of \$7,000.00 for repairs. If total expenditure for repairs exceeds \$7,000.00, option for backhoe lease to be revisited with board. Motion passed with 3 ayes 0 nays.

5. Closed Session: Performance of individual employees discussed to evaluate salary recommendations.

Board would like to see plans or diagrams drawn up for proposed columbarium in outdoor chapel

6. Board comments or future agenda items: Chandra Mead wants to revisit option to take over the payment of vendor billings to be processed out of the district office rather than having county process warrants to our vendors.

Board would like to see plans or diagrams drawn up for proposed columbarium in outdoor chapel.

7. Motion made by Manuel Pantoja with a second by Chandra Mead to adjourn meeting at 7:44pm. Motion passed with 3 ayes and 0 nays.

There being no further business to come before the Board, the Special Meeting was Adjourned at 7:44 PM

Respectfully Submitted,

Lisa F. Wood, Manager

Manuel Pantoja, Acting President