

Artesia Cemetery District

Meeting Location: 11142 Artesia Blvd., Cerritos, CA 90703

Board of Trustees

Chair Mike Laughlin

Vice Chair Allison Stewart

Trustee Linda Gonzalez

Trustee Osvaldo Palhinha

Trustee Michael Wada

General Manager Antonio Mendoza

District Counsel Anne Branham

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

Thursday, January 11, 2024

4:00 P.M.

1. CALL TO ORDER

Chair Laughlin called the meeting to order at 4:00 p.m.

2. ROLL CALL

Present: Chair Laughlin, Vice Chair Stewart, Trustee Palhinha, Trustee Wada, Trustee Gonzalez

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice Chair Stewart.

4. AGENDA

Trustee Wada motioned to approve the Agenda of the January 11, 2024 Board Meeting. Trustee Palhinha seconded. **Unanimous Approval**

5. PUBLIC COMMENT

No members of the public were present.

6. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION

(Subdivision (a) of Section 54956.9)

Artesia Cemetery District vs. Robert Yeutter et al. (Case No. 21NWCV00562)

Trustee Wada motioned to go into closed session, and Vice Chair Stewart seconded.

The Board of Trustees entered Closed Session at 4:03 p.m.

The Board of Trustees returned from Closed Session at 4:14 p.m.

7. CLOSED SESSION ANNOUNCEMENTS

No Announcements

8. GENERAL MANAGER’S REPORT

A. FINANCE/TREASURER’S REPORT

Paul J. Kaymark CPA, Financial consultant reviewed the Finance/Treasurer’s Report via Zoom. Trustee Wada motioned to approve the Finance/Treasurer’s Report. Vice Chair Stewart seconded. **Unanimous Approval**

B. ACD & COVID UPDATES

Tier 4 Update: Half-way through Row 10.

Niche Wall/Ossuary: Ready to begin in Mid-January

Security Cameras: In progress

Upgrades: Garage Cabinets in progress

Chamber Mixer at ACD: Thursday, March 21st, 2024; 4:30 pm to 6:30 pm.

C. BURIALS & SERVICES

Month of October ACD had a total of **(14)** Funeral Services: **(7)** Full Burials and **(7)** Cremations. We sold **(6)** Pre-Need plots. General Manager provided a comparison sheet for each year.

9. CONSENT ITEMS

A. MINUTES: December 14, 2023 Regular Board Meeting Minutes

Vice Chair Stewart motioned to approve the Minutes from the December 14, 2023 Regular Board Meeting. Trustee Palhinha seconded. **Unanimous Approval**

10. ACTION ITEMS

A. PURCHASE OF EXMARK BAGGING SYSTEM FOR MOWER FROM GARVEY EQUIPMENT COMPANY

Trustee Palhinha motioned to approve the purchase of Exmark Bagging System for Mower from Garvey Equipment. Vice Chair Stewart seconded. **Unanimous Approval**

Roll Call Vote:

Yes: 5 No: 0 Absentee: 0 Abstention: 0

B. CONTRACT FOR SOCIAL MEDIA CONTENT FROM iSmartFox – Joel Opazo & Business

Trustee Wada motioned to approve the purchase Contract for social medial content from iSmartFox. Trustee Gonzalez seconded. **Unanimous Approval**

Roll Call Vote:

Yes: 5 No: 0 Absentee: 0 Abstention: 0

C. PROPOSAL FOR THE PURCHASE OF CREMATIONS MONOLITH ROCK #2 (Serenity Stone)

Trustee Palhinha motioned to approve the purchase of cremations monolith Rock #2 (Serenity Stone). Vice Chair Stewart seconded. **Approved**

Roll Call Vote:

Yes: 4 **No:** 1 *Trustee Gonzalez* **Absentee:** 0 **Abstention:** 0

D. REVIEW AND ADOPT THE TEMPLATE FOR PRE-NEED INTERMENT PURCHASE AGREEMENT.

Trustee Wada motioned to approve and adopt the template for Pre-Need Interment Purchase Agreement. Vice Chair Stewart seconded. **Unanimous Approval**

Roll Call Vote:

Yes: 5 **No:** 0 **Absentee:** 0 **Abstention:** 0

E. RESOLUTION 2024-001 ADOPTION OF MID-YEAR BUDGET (REVIEW)

Trustee Wada motioned to approve Resolution 2024-001 Adoption of Mid-Year Budget (Review). Trustee Palhinha seconded. **Unanimous Approval**

Roll Call Vote:

Yes: 5 **No:** 0 **Absentee:** 0 **Abstention:** 0

F. BOARD COMMENTS

Trustee Gonzalez: Wants to know if we have gophers? Answer is No. Also asked if there is another way to re-word our Ad in the church bulletin to have it say we are cheapest without saying it.

Trustee Wada: Periodically in his travels he gets questions about LAFCO, but seems to be a misconception of increase in property taxes. He would like to have GM consider having LAFCO come to the next meeting.

Trustee Palhinha: He would like to praise the staff about the wonderful job they are doing. The grounds keepers are doing wonderful; the cemetery looks great; please pass the praise along.

Vice Chair Stewart: Happy New Year everyone. She is looking forward to all upcoming new projects and events.

Chair Laughlin: Wishes Dawn a safe trip and get back safe. He'll be watching the weather. He hopes Dawn is back safely because she is the glue that holds it all together.

G. ADJOURNMENT

Vice Chair Stewart motioned to adjourn the Regular Meeting of the Board of Trustees. Trustee Gonzalez seconded. Chair Laughlin adjourned the Regular Meeting of the Board of Trustees at 5:44 p.m.

The next Regular Meeting of the Board of Trustees will be held on **Thursday, February 8, 2024 at 4:00 p.m.** at the District Office, located at Artesia Cemetery District, 11142 Artesia Blvd, Cerritos, CA 90703.