

**Artesia Cemetery District**  
**Meeting Location: 11142 Artesia Blvd., Cerritos, CA 90703**

**Board of Trustees**

**Chair** Michael Wada                      **Vice Chair** Linda Gonzalez

**Trustee** Allison Stewart      **Trustee** Osvaldo Palhinha      **Trustee** Mike Laughlin  
**General Manager** Antonio Mendoza                      **District Counsel** Karen A. O'Neil

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES**

**Thursday, September 15, 2022**

**4:00 P.M.**

**1. CALL TO ORDER**

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

**2. ROLL CALL**

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

**3. PLEDGE OF ALLEGIANCE**

Pledge of Allegiance was led by Trustee Palhinha

**4. AGENDA**

Vice Chair Gonzalez motioned to approve the Agenda of the September 15, 2022 meeting. Trustee Stewart seconded. **Approved**

**5. PUBLIC COMMENT**

No members of the public were present. No public comments.

**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 Palhinha motioned to go into closed session, and Trustee Laughlin seconded.

The Board of Trustees entered Closed Session at 4:01 p.m.

The Board of Trustees returned from Closed Session at 4:31 p.m.

**7. CLOSED SESSION ANNOUNCEMENTS**

No announcements. Closed Session was for informational purposes only.

## 8. GENERAL MANAGER'S REPORT

### A. FINANCE/TREASURER'S REPORT

Paul J. Kaymark CPA, Financial consultant reviewed the Finance/Treasurer's Report via Teleconference.

Trustee Laughlin motioned to approve the Finance/Treasurer's Report. Trustee Stewart seconded.  
**Approved**

### B. ACD UPDATE

General Manager Mendoza presented the monthly update for the ACD to the Board. He reports there were 8 total funerals in August. 6 full burials and 2 cremations. Sold 7 Pre-Need Plots.

LAFCO project is moving along, still waiting for Cities to approve the change of boundaries and add more of the surrounding cities into our district map.

Special ground projects: all flower beds in the entrance have been replaced with drought tolerant plants to avoid switching them so often, this also helps cut back on water use and still look nice throughout the year.

New cemetery program named Chronicle in progress: had a training this past Friday to learn what the program offers. Chronicle should be ready by October.

Hired a second part-time assistant and will be in training.

Sold 3 spots on the Monolith Rock.

ACD Anniversary/ Open House scheduled on Saturday 9/24, emails have been sent out to all customers and vendors. Raffles and refreshments will be provided.

Dia de Los Muertos scheduled for Saturday 10/29: we have the permit from the city, secured the parking next door, secured the food vendor at an affordable price for the families.

Looking for prizes/donations to give away to the visitors.

Cemetery has had three incidents of vandalism this month, believed to be done by the same person, incidents have been reported to the local police.

Upcoming Conference was cancelled.

## 9. CONSENT ITEMS

### A. MINUTES: August 11, 2022, Regular Board Meeting Minutes

Vice Chair Gonzalez motioned to approve the Minutes from the August 11, 2022 board meeting. Trustee Stewart seconded.

**Unanimous Approval**

## 10. ACTION ITEMS

### A. RESOLUTION 2022-011 ADOPTING NEW FEES AND ADJUSTMENTS

Trustee Laughlin motioned to approve Resolution 2022-011 Adopting New Fees and Adjustments. Trustee Stewart seconded.

#### **Roll Call Vote:**

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

**Unanimous Approval**

**B. RESOLUTION 2022-012 ADOPTING REVISED MEMORIAL MARKERS POLICY**

Trustee Stewart motioned to approve Resolution 2022-012 Adopting Revised Memorial Markers Policy. Trustee Palhinha seconded.

**Roll Call Vote:**

**Yes: 4                  No: 1                  Abstention: 0**

**Motion Approved (Gonzalez – No)**

**C. RESOLUTION 2022-013 ADOPTING REVISED MEMORIAL BENCHES POLICY**

Vice Chair Gonzales motioned to approve Resolution 2022-013 Adopting Revised Memorial Benches Policy. Trustee Laughlin seconded.

**Roll Call Vote:**

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

**Unanimous Approval**

**D. RESOLUTION 2022-014 ADOPTING REVISED RULES AND REGULATIONS**

Trustee Laughlin motioned to approve Resolution 2022-014 Adopting Revised Rules and Regulations with additional corrections to item #9 (printed in red) Memorial markers/Headstones. Trustee Palhinha seconded.

**Roll Call Vote:**

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

**Unanimous Approval**

**E. ADOPTING REVISED IMPORTANT PURCHASER INFORMATION**

Trustee Stewart motioned to approve the Revised Important Purchaser Information. Vice Chair Gonzalez seconded.

**Unanimous Approval**

## 11. BOARD COMMENTS

Trustee Laughlin: Trustee had no comments at this time.

Trustee Palhinha: Mentioned that they were able to resolved so many items at this meeting, makes him very proud.

Trustee Stewart: She has a conflict with the next board meeting on 10/13/22 and requested the board to change to 10/20/22. Board are all in agreement with the change.

Vice Chair Gonzalez: Mentioned the loss of a Local Artesia Friend Mr. Mike Candelaria. She is helping his sister with his funeral arrangements. He will be buried at All Souls Cemetery.

Chair Wada: He would like to congratulate all board member for their extremely thoughtful manner in resolving conflict/issues. He would like for us to emphasize to staff that if they see any unusual or suspect behavior around the facility, to not confront them, it could be dangerous.

## 12. ADJOURNMENT

Vice Chair Gonzalez motioned to adjourn the Regular Meeting of the Board of Trustees in Memory of Mike Candelaria. Trustee Palhinha seconded this motion.

Chair Wada adjourned the Regular Meeting of the Board of Trustees at 5:56 p.m.

The next Regular Meeting of the Board of Trustees will be held on **Thursday, October 20, 2022 at 4:00 p.m.**