

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

Board of Trustees

Chair Michael Wada

Vice Chair Mike Laughlin

Trustee Arturo Sanchez, Jr.

Trustee Aurelia Palhinha

Trustee Allison Stewart

General Manager Antonio Mendoza

District Counsel Carlos Campos

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

Thursday, October 9th, 2025

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 Laughlin, Trustee Stewart, Trustee Sanchez, Trustee Palhinha

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Trustee Palhinha.

4. AGENDA

Trustee Stewart motioned to approve the Agenda with an adjustment. Vice Chair Laughlin seconded.

5-0 Approval

5. PUBLIC COMMENT

No one present.

6. CLOSED SESSION:

Vice Chair Wada motioned to go into Closed Session at 4:02 P.M. Trustee Aurelia seconded.

7. CLOSED SESSION ANNOUNCEMENTS:

The Board reconvened to Open Session at 5:01 P.M

No reportable action

8. GENERAL MANAGER'S REPORT

A. FINANCE REPORT Dashboard, Revenues and Expenses, Endowment by Paul Kaymark

B. ACD UPDATES

Tier 4 Update: Finishing Row 26 (located South of Sidewalk)

Social Media: ACD interment process video complete

Open House Event: Success

Dia de Los Muertos: Planning underway

Entrance Signage: Underway

Artesia Historical Society Gala: Annual Event

Cerritos Senior Health Fair: Nixon Senior Center Booth

Block Map Measurements: Tier 1

Equipment Update: Received Two-Way Radios; Golf Cart in 5 Weeks

Garage Improvement: Contracts signed and design underway

Easeworks HR: Transitions Underway

Artesia Chamber of Commerce: Interview Panel Assistance & Admin. Advisor

Conferences/ Webinars/ Tours: Sept. 12, Visited Oak Hill Cemetery. Oct 26-29 CSDA Conference for Clerks & Secretaries. Nov 12, Landscape Expo.

9. CONSENT ITEMS

A. Check Detail Report for the Month

B. Credit Card Detail Report

C. California Class Summary

D. September Burials & Services

Month of September- ACD had a total of **(14)** Funeral Services: **(12)** Full Burials and **(2)** Cremations.

We sold **(9)** Pre-Need plots.

E. MINUTES: September 10, 2025, Regular Board of Trustees Meeting Minutes & September 20, 2025, Special Board of Trustees Meeting Minutes

Vice Chair Laughlin motioned to approve the Consent Calendar. Trustee Sanchez seconded.

4-0 Approval

1 Abstain (Stewart)

10. ACTION ITEMS

A. Partial Satisfaction of Judgement- Endowment Debt

Trustee Stewart motioned to accept Partial Satisfaction of Judgement- Pay off Endowment Debt. Vice Chair Laughlin seconded.

5-0 Approval

11. BOARD COMMENT

Chair Wada: Praises the Board on making good decisions that are for the betterment of the cemetery even when they are tough decisions.

Trustee Palhinha: Thinks it was a very interesting and eye-opening meeting.

Trustee Sanchez: Attended Janice Hahn event. Met and talked with other Trustees. Reminded the Board of the upcoming Art Sanchez Halloween Parade.

Trustee Stewart: Started working at Golds Gym.

Vice-Chair Laughlin: States he will attend the Hawaiian Gardens C. Robert lee event and will take event flyers. Suggested changing the February BoT Meeting to February 5th on calendars.

12. ADJOURNMENT

Vice Chair Laughlin motioned to adjourn the Regular Meeting of the Board of Trustees.
Trustee Stewart seconded.

5-0 Approval

Chair Wada adjourned the Regular Meeting of the Board of Trustees at 5:57 pm

The next Meeting of the Board of Trustees will be held on **Thursday, November 13th, 2025 at 4:00 PM** at the District Office, located at Artesia Cemetery District, 11142 Artesia Blvd, Cerritos, CA 90703.