

Artesia Cemetery District

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

Board of Trustees

Chair Allison Stewart

Vice Chair Mike Laughlin

Trustee Arturo Sanchez, Jr.

Trustee Aurelia Palhinha

Trustee Michael Wada

General Manager Antonio Mendoza

District Counsel Carlos Campos

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

Thursday, March 12, 2026

4:00 P.M.

1. CALL TO ORDER

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

2. ROLL CALL

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

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Stewart

4. AGENDA

Trustee Wada motioned to approve the Agenda. Vice Chair Laughlin seconded.

5 Approved

5. PUBLIC COMMENT

No one present.

6. CLOSED SESSION:

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Initiation of Litigation, Pursuant to Government Code Section 54956.9(d)(4)

One (1) Potential Case

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 at 4:02pm. Vice Chair Laughlin Seconded.

5-0 Approved

Reconvene to Open Session 5:04pm. The board took a recess from 5:05pm to 5:10pm

7. CLOSED SESSION ANNOUNCEMENTS:

No reportable action

8. GENERAL MANAGER'S REPORT

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

B. ACD UPDATES

Garage Improvements: We received plan check comments from the building department on Friday.

Block Map Measurements: Tier 2 Progressing

Tier 4 Updates: At Row 27 (located west of sidewalk). Weekly vault deliveries

Upgrades: Irrigation Timer – Completed; Office furniture Re-Organization (see map)

CA Bank of Commerce: New bank in place, transition underway – complete by end of month

FORM 700 Reminder: All completed

Piano Memorial Bench Re-Purpose and Relocation Update: In progress

BoT Mandated Trainings: All complete

New Fiscal & Financial Training Requirement (SB 827): Attended session on March 4th

Cemetery Consultations: Sunnyside Cemetery in LB

Conferences / Webinars/ Tours:

- **CAPC Conference and Awards: March 19-22, 2026 - Garden Grove, CA**

Trustee Wada motioned to approve the Finance Report Trustee Palhinha seconded.

5-0 Approved

9. CONSENT ITEMS

A. Check Detail Report for the Month

B. Credit Card Detail Report

C. California Class Summary

D. January Burials & Services

Month of January- ACD had a total of **(9)** Funeral Services: **(8)** Full Burials and **(1)** Cremations.

We sold **(4)** Pre-Need plots.

E. MINUTES: February 4, 2026, Regular Board of Trustees Meeting Minutes

Vice Chair Laughlin motioned to approve the Consent Calendar without the Credit Card Detail Report & Check Detail Report for further review. Trustee Wada seconded.

5-0 Approved

10. ACTION ITEMS

A. Resolution 2026-005 Approving and Adopting an Eligible Non-Resident Policy

Trustee Sanchez motioned approval of the Eligible Non-Resident Policy. Vice Chair Laughlin seconded.

5-0 Approved

B. Resolution 2026-006 Adopting a Purchase and Repurchase of Interment Sites/Spaces and related Services Policy

Vice Chair Laughlin motioned to approve the Purchase and Repurchase of Interment Sites/Spaces and related Services Policy. Trustee Palhinha seconded.

5-0 Approval

C. Proposed 2026 Evaluation Process for General Manager

Chair Wada motioned to approve the 2026 Proposed Evaluation Process for General Manager. Trustee Sanchez seconded.

5-0 Approval

11. BOARD COMMENT

Trustee Wada: Welcomes Trustee Palhinha back and congratulates Vice Chair Laughlin on his award.

Trustee Palhinha: Happy to be back and thanks everyone for their well wishes.

Trustee Sanchez: Glad Trustee Palhinha is back and asks about Osvaldo. Congratulates Chair Stewart on her competition win.

Vice-Chair Laughlin: Congratulates Chair Stewart on win and shares about recent home updates. Talks about award from Janice Hahn.

Chair Stewart: Shares about her recent competition and thanks board.

12. ADJOURNMENT

Trustee Wada motioned to adjourn the Regular Meeting of the Board of Trustees. Trustee Palhinha seconded.

5-0 Approval

Chair Stewart adjourned the Regular Meeting of the Board of Trustees at 6:11 pm

The next Meeting of the Board of Trustees will be held on **Thursday, April 9th, 2026 at 4:00 PM** at the District Office, located at Artesia Cemetery District, 11142 Artesia Blvd, Cerritos, CA 90703.