

# 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

Wednesday, February 4, 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

**Absent:** Trustee Palhinha

### 3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Trustee Wada.

### 4. AGENDA

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

**4 Approved**

**1 Absent**

### 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 4:03pm. Vice Chair Laughlin Seconded.

**4 Approved**

**1 Absent**

Reconvene to Open Session 5:43pm.

### 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:** In progress

**Block Map Measurements:** Tier 2 Progressing

**Tier 4 Updates:** At Row 27 (located west of sidewalk)

**Upgrades:** Irrigation Timer - In progress

**CA Bank of Commerce:** Transition for Banking, Merchant Services, Credit Card, etc.

**FORM 700 Reminder:** Due in March

**CAPC Conference GM Awards:** Did not receive award

New Fiscal & Financial Training Requirement (SB 827): SB 827 introduces a new requirement of at least two hours of fiscal and financial training every two years for Trustees and GM

### **Conferences / Webinars/ Tours:**

New Fiscal & Financial Training Requirement SB 827 (March 4<sup>th</sup> – Webinar)

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

Trustee Wada motioned to approve the Finance Report. Vice Chair Laughlin seconded.

**4 Approved**

**1 Absent**

## 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 **(20)** Funeral Services: **(16)** Full Burials and **(4)** Cremations.

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

**E.** MINUTES: January 8, 2026, Regular Board of Trustees Meeting Minutes

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

**4 Approved**

**1 Absent**

## 10. ACTION ITEMS

**A. Resolution 2026-004 Adopting Holiday Leave Policy**

Trustee Wada motioned approve the Holiday Leave Policy. Vice Chair Laughlin seconded.

**4 Approved**

**1 Absent**

## **B. Repurposing and Relocation of Piano Monument Bench-Update**

Chair Stewart motioned to approve the repurposing and relocation of the piano monument bench. Trustee Sanchez seconded.

**4-0 Approval**

**1 Absent**

## **11. BOARD COMMENT**

**Trustee Wada:** Congratulates Chair on meeting and sends well wishes to Trustee Palhinha

**Trustee Palhinha:** Not Present

**Trustee Sanchez:** Shared article from Norwalk Patriot Newspaper. Congratulates chair on meeting and shares about a veteran event he attended.

**Vice-Chair Laughlin:** Thinks Chair is doing better as meetings go on and sends well wishes to Trustee Palhinha

**Chair Stewart:** Appreciates the board for entrusting in her and shares that she has a meet this month.

## **12. ADJOURNMENT**

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

**4-0 Approval**

**1 Absent**

Chair Stewart adjourned the Regular Meeting of the Board of Trustees at 6:21 pm

The next Meeting of the Board of Trustees will be held on **Thursday, March 12th, 2026 at 4:00 PM** at the District Office, located at Artesia Cemetery District, 11142 Artesia Blvd, Cerritos, CA 90703.