

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
Thursday, October 14, 2021
4:00 P.M.

1. CALL TO ORDER

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

2. ROLL CALL

Present: Trustee Gonzalez, Trustee Palhinha, Trustee Laughlin and Chair Wada

Absent: Vice Chair Stewart

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Chair Wada

4. AGENDA

Trustee Gonzalez motioned to approve the agenda. **Approved**

5. PUBLIC COMMENT

No public comment.

6. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION

Initiation of litigation pursuant to subdivision (c) of Section 54956.9 (1 case.)

B. CONFERENCE WITH LEGAL COUNSEL-POTENTIAL INITIATION OF LITIGATION

Pursuant to Government Code Section 54956.9 (4): (One Potential Case)

Trustee Laughlin motioned to move to Closed Session. Seconded by Trustee Palhinha.

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

The Board of Trustees returned from Closed Session at 4:27 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 Kaymark, Financial Consultant, presented the September 2021 Financial Report, describing the financial condition of the ACD.

Trustee Palhinha motioned to approve the September 2021 Financial/Treasurer's Report. Seconded by Trustee Laughlin. **Approved**

B. ACD UPDATE

General Manager Mendoza reviewed his report. Reviewed total funeral services for the month of September, chart included in report. General Manager gave other updates regarding the ACD staff and grounds.

Trustee Gonzalez requested more flyers for the Dia De Los Muertos event. Updates on other advertisements for the event were discussed. Strategies for parking for the event were outlined.

General Manager Mendoza gave an update on the CAPC Education seminar he attended on 10/8/2021.

C. COVID-19 PANDEMIC PROTECTIVE MEASURES

Covid-19 regulations were discussed. Current measures are outlined in Manager's report.

9. CONSENT ITEMS

A. MINUTES: September 9, 2021, Regular Board Meeting Minutes

Trustee Laughlin motioned to approve the Minutes of the Regular Board Meeting of September 9, 2021. Seconded by Trustee Palhinha. **Approved**

10. ACTION ITEMS

A. BRIGHTVIEW TREE CARE SERVICES AGREEMENT

Trustee Palhinha motioned to approve the Brightview Tree Care Services Agreement. Seconded by Trustee Laughlin. **Approved**

11. BOARD COMMENTS

Trustee Laughlin: Spoke regarding the Yelp reviews and noted that they are getting better and better every month. He also welcomed new staff member Monique Muniz.

Trustee Palhinha: Thanked the Chair, board and staff for doing great work at the cemetery.

Trustee Gonzalez: Welcomed new staff member Monique Muniz.

Chair Wada: Also echoed the welcomed of Monique Muniz. He congratulated and thanked the sub-committee on the event planning. He feels this will be a very successful event. He congratulated the General Manager on persuading Supervisor Hahn's office to prioritize the event.

General Manager Mendoza: Thanked and made announcement that Ana Perez, Office Manager, will be leaving the ACD for a new opportunity.

Office Manager Perez: Thanked GM Mendoza and the board. She discussed her new opportunity.

Chair Wada and the board thanked Ana and wished her well in her new opportunity.

12. ADJOURNMENT

Trustee Gonzalez motioned to adjourned the Regular Meeting of the Board of Trustees. Seconded by Trustee Laughlin. **Approved**

The next Regular Meeting of the Board of Trustees will be held on Thursday, November 18, 2021, at 4:00 p.m., at the District Office, located at Artesia Cemetery District, 11142 Artesia Boulevard, Cerritos, CA 90703.

Meeting was adjourned at 5:09 p.m.