

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

Board of Trustees

Chair Mike Laughlin **Vice Chair** Michael Wada

Trustee Allison Stewart **Trustee** Osvaldo Palhinha **Trustee** Linda Gonzalez
General Manager Antonio Mendoza **District Counsel** Anthony J. Principe

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

Thursday, August 10, 2023

4:00 P.M.

1. CALL TO ORDER

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

2. ROLL CALL

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

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Trustee Gonzalez.

4. AGENDA

Vice Chair Wada motioned to approve the Agenda of the August 10, 2023 Board Meeting. Trustee Palhinha seconded. **Unanimous Approval**

5. PUBLIC COMMENT

No members of the public were present.

6. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL—SIGNIFICANT EXPOSURE TO LITIGATION
(Pursuant to Government Code Section 54956.9(d)(2)
Number of Potential Cases: 1

B. CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION
(Subdivision (a) of Section 54956.9)
Artesia Cemetery District vs. Robert Yeutter et al. (Case No. 21NWCV00562)

Vice Chair Wada motioned to go into closed session, and Trustee Trustee Gonzalez seconded.

The Board of Trustees entered Closed Session at 4:04 p.m.
The Board of Trustees returned from Closed Session at 4:28 p.m.

7. CLOSED SESSION ANNOUNCEMENTS

No Announcements to disclose.

8. GENERAL MANAGER'S REPORT

A. FINANCE/TREASURER'S REPORT

Paul J. Kaymark CPA, Financial consultant reviewed the Finance/Treasurer's Report via Zoom. Vice Chair Wada motioned to approve the Finance/Treasurer's Report. Trustee Stewart seconded.
Unanimous Approval

B. ACD & COVID UPDATES

Tier 4 Update: We have found new vault company that we are working with and we should be getting our first shipment next week.

Niche Wall Update: It is still with the County Office's plan check. There is a hold up due to the ADA compliance issue.

LAFCO Update: Nothing new to report.

Trench Work: Almost complete.

Rear Signage Update: Unfortunately, the City of Cerritos informed us they do not allow signage on gates but we will revisit and look further into it at a later date.

Other Updates:

ACD sponsored the 2023 Miss Artesia Pageant and we were featured on the back cover of the Program (which was passed around for all the Trustees to see).

Tony attended the GM Summit last month and got some great ideas.

C. BURIALS & SERVICES

Month of July ACD had a total of **(7)** Funeral Services: **(5)** Full Burials and **(2)** Cremations. We sold **(6)** Pre-Need plots.

9. CONSENT ITEMS

A. MINUTES: July 20, 2023 Regular Board Meeting Minutes

Trustee Gonzalez motioned to approve the Minutes from the July 20, 2023 Regular Board Meeting. Trustee Stewart seconded. **Unanimous Approval**

10. ACTION ITEMS

A. Purchase of Acoustical Panels for Board Room

Trustee Stewart motioned to approve the Purchase of Acoustical Panels for Board Room contract Trustee Palhinha seconded. **Unanimous Approval**

Roll Call Vote:

Yes: 5 No: 0 Absentee: 0 Abstention: 0

B. RESOLUTION 2023-006 Adopting PURCHASING PROCEDURES POLICY

Trustee Palhinha motioned to approve the Purchasing Procedures Policy Trustee Stewart seconded.

Unanimous Approval

Roll Call Vote:

Yes: 5

No: 0

Absentee: 0

Abstention: 0

C. ENDOWMENT DISCUSSION (INFORMATIONAL PURPOSES ONLY)

General Manager gave the board general information about the Endowment Fund, guidelines, rules and legalities that need to be followed as required by the law. The purpose of this fund is for long term care and maintenance of the cemetery. The guidelines were set up by the Board of Trustees.

11. BOARD COMMENTS

Trustee Gonzalez: Thank you for the cake and Dawn thank you for the cookie.

Trustee Stewart: She also seconds Mike Wada's comments. She wished Linda and Mike Wada a Happy Birthday.

Trustee Palhinha: He seconded Mike Wada's comments.

Vice Chair Wada: Congratulations Chair for running an excellent meeting, for creating an environment where everyone can share their thoughts, without censoring anybody.

Chair Laughlin: He wished Mike Wada and Linda a Happy Birthday. He then said that during public comment at last month's meeting (07/20/23) Roberto mentioned something about the parking, and that made him wonder if we can utilize the back parking for employees?

12. ADJOURNMENT

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

Chair Laughlin adjourned the Regular Meeting of the Board of Trustees at 5:46 p.m.

The next Regular Meeting of the Board of Trustees will be held on **Thursday, September 14, 2023 at 4:00 p.m.** at the District Office, located at Artesia Cemetery District, 11142 Artesia Blvd, Cerritos, CA 90703.