

# 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, June 8, 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

**LATE:** Trustee Gonzalez @ 4:04 p.m.

### 3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice Chair Wada.

### 4. AGENDA

Vice Chair Wada motioned to approve the Agenda of the June 8, 2023 Board Meeting. Trustee Stewart seconded. **Approved**

### 5. PUBLIC COMMENT

No members of the public were present.

### 6. CLOSED SESSION

#### A. CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION

(Subdivision (a) of Section 54956.9)

Artesia Cemetery District vs. Robert Yeutter et al. (Case No. 21NWCV00562)

No Closed Session.

### 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. Trustee Palhinha motioned to approve the Finance/Treasurer’s Report. Trustee Stewart seconded.  
**Unanimous Approval**

### B&C ACD UPDATES, BURIALS & SERVICES

Month of May ACD had a total of 9 Funeral Services: 6 Full Burials and 3 Cremations.  
We sold 20 pre-need plots.

Memorial Day: Was a success and had positive coverage from Channel 7 News.

Antonio will be attending GM Summit on June 23, 2023. He will be taking time off between July 10-14, 2023.

## 9. CONSENT ITEMS

### A. MINUTES: May 11, 2023 Regular Board Meeting Minutes

Vice Chair Wada motioned to approve the Minutes from the May 11, 2023 Regular Board Meeting. Trustee Stewart seconded. **Unanimous Approval**

## 10. ACTION ITEMS

### A. LANDSCAPING SERVICES: In-House vs Outsourcing

Trustee Palhinha motioned to approve the landscaping services to be done in-house with 5% increase to the grounds staff salaries. Equipment to be purchased from Garvey Equipment Company for \$16,314.00. Trustee Stewart seconded. **Unanimous Approval**

**Roll Call Vote:**

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

### B. PROPOSED TIER 2 & TEIR 3 BLOCK MAP AND PRICING ADJUSTMENTS

Trustee Palhinha motioned to approve the proposed Tier 2 & Tier 3 block and pricing adjustments Trustee Stewart seconded. **Unanimous Approval**

**Roll Call Vote:**

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

C. RESOLUTION 2023-002 ADOPTING A RECORDS RETENTION POLICY

Trustee Gonzalez motioned to approve the resolution 2023-002 Adopting a Records Retention Policy. Trustee Stewart seconded. **Unanimous Approval**

**Roll Call Vote:**

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

D. SDRMA’S BOARD OF DIRECTORS ELECTION

Trustee Palhinha motioned to approve SDRMA’s Board of Director’s Election. Trustee Stewart seconded. **Approved**

**Roll Call Vote:**

**Yes: 4                    No: 0                    Absentee: 0                    Abstention: 1 (Vice Chair Wada)**

**11. BOARD COMMENTS**

**Trustee Gonzalez:** He is very happy with the Memorial Day Event.

**Trustee Stewart:** Asked about upcoming events, happy with the last event.

**Trustee Palhinha:** Proud to work with this Board. Board does their best.

**Vice Chair Wada:** Congrats to Chair on leading the Memorial Day Event. Staff coordination and office manager coordination.

**Chair Laughlin:** Happy with Memorial Day Event, Media coverage, Kuddos to staff with upkeep.

**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 5:09 p.m.

The next Regular Meeting of the Board of Trustees will be held on **Thursday, July 20, 2023 at 4:00 p.m.** at the District Office, located at Artesia Cemetery District, 11142 Artesia Blvd, Cerritos, CA 90703