

Artesia Cemetery District

Friday, March 15, 2019

Field Office of Supervisor Janice Hahn

11911 Artesia Blvd., Suite 104A

Cerritos, CA 90703

CALL TO ORDER

The meeting was called to order at 10:20 a.m.

ROLL CALL

The following members of the Artesia Cemetery Board of Trustees were present:

Lynda Johnson and Rene Treviño,

APPROVAL OF AGENDA

Approve Agenda of March 15, 2019 - Chair Lynda Johnson moved, Trustee Rene Treviño seconded, that the board approve the agenda of the regular meeting of March 15, 2019. The motion passed 2-0

I. MINUTES

Approve Regular Minutes of March 1, 2019- Trustee Rene Treviño moved to receive and file, Chair Lynda Johnson seconded that the Board approve the minutes of the regular meeting of March 1, 2019 as submitted. The motion passed 2-0.

II. ANNOUNCEMENT REGARDING PUBLIC COMMENTS

There were no comments.

III. AGENDA

Discussion and Approval of the Artesia Cemetery District Budget for March 2019 to June 2019:

Trustee Rene Treviño moved to approve, Chair Lynda Johnson seconded to approve the Artesia Cemetery District Budget for March 2019 to June 2019. The motion passed 2-0.

Discussion and Approval of Board of Trustees Monthly Meeting Calendar: Chair Lynda Johnson moved to approve, Trustee Rene Treviño seconded to approve the Board of Trustees Monthly Meeting Calendar. The motion passed 2-0.

IV. NEW ITEMS

New Fee Schedule: Chair Lynda Johnson moved to approve, Trustee Rene Treviño seconded to approve the ACD New Fee Schedule. A Rush Fee of \$600- if service is needed less than 2 business days, 3% Credit Card Service Fee, 24-month payment plan for two plots. Fee Schedule will not be placed on website. The motion passed 2-0.

Revised Burial Contract: Chair Lynda Johnson moved to approve, Trustee Rene Treviño seconded to approve the revised ACD Burial Contract. Headstone (cleaning) is the purchaser's responsibility. ACD is only responsible to maintain the cemetery's upkeep. Pending (For further research and discussion) Will there be any penalties applied for the following: Markers not set up within 6 months of burial, unpaid payment plan balances, or unpaid pre-need balances? The motion passed 2-0.

Discussion and direction on new software that will address district issues: Chair Lynda Johnson requested item to be moved up. Trustee Rene Treviño moved to place this item on hold and revisit at the next board meeting in April 2019. Chair Lynda Johnson requested to review two additional bids and agreed to the hold.

Discuss Needs Assessment: Antonio Mendoza addressed the board and informed them that the cemetery needs are very serious. It was neglected for a long time that he is working on items that need immediate attention.

Moratorium on Niche Policy: Trustee Rene Treviño moved to approve, Chair Lynda Johnson seconded to approve a moratorium on approving any new niches for 90 days. The motion passed 2-0.

Update on Grant Money received from Hon. Janice Hahn's office to help ACD: Antonio Mendoza, District Manager, thanked Chair Lynda Johnson for her assistance in receiving support from Supervisor Hahn. He also thanked Trustee Rene Treviño for his support. The items on the attachment will be purchased once the funds are received. Lynda Johnson, Chair, is excited for the future of the cemetery. She thanked Mr. Mendoza for the work he has done in three weeks. Mr. Treviño also stated that Mr. Mendoza has done a good job. He's observed a difference in the cemetery, compared to his first walk through, and stated that the cemetery is in good hands. Mr. Mendoza has lots of ideas on how to improve the cemetery and again thanked the Board of Trustees for their support.

Adjournment: At 1:55 p.m. it was moved by Chair Lynda Johnson to adjourn the meeting and it was seconded by Trustee Rene Trevino. The motion carried 2-0. Next meeting will be held on Wednesday, April 3, 2019