



TWENTYNINE PALMS PUBLIC CEMETERY DISTRICT

Regular Session Meeting Minutes Tuesday, October 20, 2020

Opening:

The Chairperson of the Twentynine Palms Public Cemetery District, Mary Kay Sherry, called the regular meeting of the Twentynine Palms Public Cemetery District to order at 4:32 p.m. on Tuesday, October 20, 2020. Present at roll call were Vice Chairperson Kathleen Arbaczewski, Trustees Rebecca Rinkes, JoAnn Larsen and Kevin Cole, District General Manager and Board Secretary Emily Helm and Administrative Assistant Ashley Feskanich. All present stood and recited the pledge of allegiance.

Public Comments:

This is the time for the public to address the Board on issues within their jurisdiction that are NOT on this agenda. All comments are to be directed to the Board and shall not consist of any personal attacks. Members of the public are expected to maintain a professional, courteous decorum during their comments. There is a time limitation of five minutes per person. The Board of Trustees is prohibited by State law from acting or discussing items not included on the printed agenda. Public comments on specific agenda items will be deferred until consideration of the item on the agenda.

1. Noted in agenda was the following directive from the City of Twentynine Palms; **Due to the current COVID-19 Pandemic, in conjunction with the City of Twentynine Palms Proclamation dated 03.17.2020 and pursuant to Twentynine Palms Municipal Code sections 2.20.060 (a) (b) and (c), and until further notice, effective immediately, meetings of the Twentynine Palms Public Cemetery District Board of Trustees meetings shall not be open to the public to protect the Board of Trustees and essential cemetery staff. Members of the public are encouraged to participate in Board meetings by alternative means including by submitting any comments to the Board of Trustees on matters either on, or not part of, the Board of Trustees meeting agenda by email to admin@29palmscemetery.org.**
 - a. None submitted

Consent Calendar:

- a. Minutes from the 09.15.2020 Regular Meeting were emailed to the Board Members for review on 10.06.2020. Motioned for approval by Kathleen Arbaczewski and seconded by JoAnn Larsen. The minutes were accepted and approved by all present.

General Manager Reports:

1. 2019.2020 Audit Update: Messner and Hadley have been retained as our auditor for the FY 20192020 Audit, no update as of this meeting.
2. Cemetery Building and Grounds Repairs Update:
 - a. Building interior improvement are almost completed. Office furniture to be delivered in December.
3. Financial Overview:
 - a. Distribution of Quickbooks Reports to include account balances, total sales of Sites and Services for the time between 09.16.2020 through 10.19.2020. US Bank Education account has been officially closed and remaining balance transferred to the US Bank Petty Cash account.

Action and Information Items:

1. Unfinished Business:
 - a. None
2. New Business:
 - a. Discussion concerning retaining an Attorney of the Cemetery is necessary. Look into whether LAFCO of CSDA offers Legal advice or recommendations of if it is necessary to have consistent legal counsel.
 - b. Discussion concerning Board Members receiving Interment benefits without completing entire term of office and resulting in a motion to amend our policy to specifically state that the entire term of office needs to be completed before being eligible for Interment benefits. Motion to move forward with the amendment was offered by Rebecca Rinkes and 2nded by Kathy Arbaczewski, with a unanimous "All in Favor" to proceed.
 - c. "Planning in Advance" sessions discussed and agreed that such classes would be a benefit for the community and that the information should be passed with no charge to the attendees.
 - d. Planning for the development of the "B" side commenced with discussion including the trend in burials to be leaning greatly towards cremation and the possible addition of upright Cremains Niches and/or additional columbarium, researching the possibility of a well to assist in the watering of plants, a purchase of a mini excavator and the possibility of selling the additional 10 acres adjacent to the main cemetery grounds due to the projected rate of "full body" interments. Trustees suggested to continue the planning discussion at the next board meeting.

Adjournment:

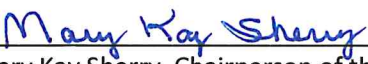
1. The Tuesday, October 20, 2020 Regular Meeting motioned for adjournment by Kevin Cole moved to adjourn and JoAnn Larson seconded and a unanimous "All in Favor" concluded the Regular meeting at 6:41 PM.
2. The next Regular Session Board Meeting will be held on Tuesday, November 17, 2020 at 4:30 PM in the Twentynine Palms Public Cemetery Community Room with a focus of planning for the future cemetery grounds plans.

Minutes submitted by:



Emily Helm, District/General Manager

Approved by:



Mary Kay Sherry, Chairperson of the Twentynine Palms Cemetery Board of Trustees