



TWENTYNINE PALMS PUBLIC CEMETERY DISTRICT

Regular Session Meeting Minutes

Tuesday, December 15, 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, December 15, 2020. Present at roll call were Trustees Rebecca Rinkes and JoAnn Larsen and District General Manager and Board Secretary Emily Helm. Vice Chairperson Kathleen Arbaczewski and Kevin Cole, and Administrative Assistant Ashley Feskanich were absent. 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 10.20.2020 Regular Meeting were emailed to the Board Members for review on 11.17.2020. Motioned for approval by Rebecca Rinkes and seconded by JoAnn Larsen. The minutes were accepted and approved by all present.

General Manager Reports:

1. 2019.2020 Audit emailed to Board of Trustees for review on December 1, 2020.
2. Cemetery Building and Grounds Repairs Update:
 - a. New, electric vehicle and office furniture have been delivered.
3. Financial Overview:
 - a. The Cemetery Financial Package was emailed to Trustees on December 14, 2020 for their review prior to the December 15, 2020 Board meeting. Reports included account balances, total sales of Sites and Services for the time between 10.20.2020 through 12.15.2020. It was noted that the prior month's inclusion of the Treasurer's Deposit SB County form should be included from now on in the financial reports.
4. LAFCO Review went well and the Cemetery will be reevaluated in May of 2021.

Action and Information Items:

1. Unfinished Business:
 - a. Planning for the "B" side of the Cemetery grounds and undeveloped acreage on the South side of the property tabled until May of 2021. A committee will be formed to discuss the future planning of the cemetery grounds.

2. New Business:
 - a. A motion was presented by JoAnn Larsen to adopt the Audit for the Fiscal Year 2019/2020 received by Messner and Hadley and seconded by Rebecca Rinkes. The motion was approved by all present.

Items for Future Agenda:

1. Irrigation and Watering of the grounds

Adjournment:

1. The Tuesday, December 15, 2020 Regular Meeting motioned for adjournment by JoAnn Larsen and seconded by Rebecca Rinkes. A unanimous "All in Favor" concluded the Regular meeting at 5:43 PM.
2. The next Regular Session Board Meeting will be held on Tuesday, January 19, 2020 at 4:30 PM in the Twentynine Palms Public Cemetery Community Room.

Minutes submitted by:



Emily Helm, District/General Manager

Approved by:



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