



TWENTYNINE PALMS PUBLIC CEMETERY DISTRICT

Regular Meeting Minutes Tuesday, October 19, 2021

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 PM on Tuesday, October 19, 2021. Present at roll call were Vice-Chairperson Kathleen Arbaczewski, Trustees Rebecca Rinkes, and JoAnn Larsen and District General Manager/Board Secretary, Emily Helm. Trustee Kevin Cole was absent. All present stood and recited the pledge of allegiance.

Public Comments:

1. None

Consent Calendar:

- a. Minutes from the September 21, 2021, Regular Meeting were emailed to the Board Members for review on October 15, 2021. Motion to approve the minutes with the removal of the repeated #2 in the Announcement Section by Kathleen Arbaczewski and seconded by Rebecca Rinkes. The minutes were accepted and approved unanimously by all present.

General Manager Reports:

1. Financial Overview to include month ending September 30, 2021 US Bank Statements, Period 3 San Bernardino County SAP reports, and QuickBooks Pro Summary. The Treasurer's Deposit for September 2021 was sent to San Bernardino County on September 30, 2021.
2. Total Sales of Sites and total Services from September 2021.
3. Cemetery Operations overview which included:
 - a. October "Day of the Dead" Event
 - b. All items that are in the Announcement section of the agenda are additionally posted on the Cemetery's website and social media outlets, Facebook and Instagram as well as the building's exterior display board.

Action and Information Items:

1. Unfinished Business:
 - a. Policy Committee Report: Met for Policy review on Monday, October 18th. Next meetings scheduled for November 1st and 15th from 1:00 – 3:00 PM. Board will be emailed Use of Facilities Policy example for review and input to be discussed at the November 16, 2021, Board meeting.
 - b. Full Board input is requested for the Policy 2210 Rental/Use of Facility.
2. New Business:
 - a. Revision/Addition to Agenda: Verbiage for Veteran's Section of Cemetery to be changed to read: "In order to identify all Veterans, located in Row 7B, the sites shall be marked with either a complimentary VA provided marker or Medallion to accompany personal marker chosen by the family." Motion to approve

change in the policy from Kathleen Arbaczewski and seconded by JoAnn Larsen. The motion was accepted and approved unanimously by all present.

Items for Future Agenda:

1. Unfinished Business: Policy Review Continuation

Cemetery Board and Employee Comments:

1. Rebecca Rinkes commented on the entry sign the possibly the "M" is loose.
2. Aphids on the roses, possible Garlic water solution could be utilized.

Announcements:

1. The September 21, 2021, Board of Trustee's Regular meeting Agenda sent via email to Z107.0 Radio Station and to the Desert Trail Newspaper on Friday, September 17, 2021.
2. The Twentynine Palms Public Cemetery grounds will be closed to the Public the morning of November 1, 2021, from 6:00 AM to 12:00 PM.
3. The Twentynine Palms Public Cemetery will be hosting the first "Day of the Dead" event on Saturday evening, October 30th from 6:00 PM – 9:00 PM and Sunday, October 31st, from Noon to 3:00 PM. Please contact the Cemetery at 760-367-9316 or 760-399-7578 (cell) for details.
4. In January 2022 there will be two vacant seats on the Cemetery's Board of Trustee's. If any member of the public, residing within the Cemetery's boundaries, would like to be considered for a Trustee position please apply through the San Bernardino County website at: <http://www.sbcounty.gov/COB/Main/NewBCCApp.aspx> or on the San Bernardino County link located on the Cemetery's website: www.29palmscemetery.org under the "Governance" tab.

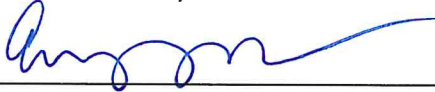
Closed Session:

1. None

Adjournment:

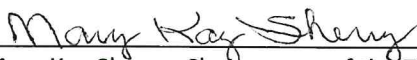
1. Motion to adjourn the meeting by Trustee Kathleen Arbaczewski and seconded by Trustee JoAnn Larsen. The motion was approved unanimously by all present and the meeting was adjourned at 5:05 PM.
2. The next Regular Session Board Meeting will be held on Tuesday, November 16, 2021, at 4:30 PM in the Twentynine Palms Public Cemetery Community Room.

Minutes submitted by:



Emily Helm, General Manager, Twentynine Palms Public Cemetery District

Accepted after Board Approval by:



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