

WEST POINT CEMETERY DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING, AUGUST 3, 2021
MINUTES

6:00 P.M. Cemetery Office

Directors Kirk Smith, Judy Garcia, Julio Guerra, Bob Stanford and Brian Smith were in attendance. Also present were Groundskeeper Ritchey Garrison and Clerk Jill Jenkins.

The meeting started with a tour of the room vacated by the Sheriff's Dept. Kirk and Ritchey had installed shelving for the storage of the district's small tools and supplies. Kirk said the security system is still on and costs \$38.00 per month. Bob said everything is insured through our policy and didn't see a need to pay for extra security.

The meeting then resumed in the district's office. Kirk reported that Ritchey had repaired a WWII veteran's grave. He said Ritchey has information to use Secure Point for the trailer and it can then be moved to the district's property. He reported that he and Ritchey had installed the fence at Sandy Gulch Cemetery. He said he will be attending a conference for LAFCO starting October 25 and there will be no expense to the Cemetery District.

Discussion took place regarding the vacated office space. Kirk asked if it could be used as storage right away. Brian said he'd like to check with Maynard Management to rent the space for extra revenue to the district. Ritchey thinks its best used for tool storage. Judy said the back storage room would be sufficient for tool storage. This matter was tabled for discussion to the September meeting.

Correspondence for the month was presented. There was no action.

Trustee's Reports started with Bob who gave income statistics for Calaveras county residents. It was a report comparing income by zip codes. He said it should be used to make us aware of the lower income in our cemetery district. Discussion took place on different plot rates for local residents and non local residents. Judy said a policy has been in place since at least 1990 to sell plots to West Point, Wilseyville, Glencoe and Railroad Flat residents only as well as anyone with a local connection. The matter of raising the plot rates was tabled to the September meeting.

Kirk reported the Calcard is ready for delivery and needs to be sent via UPS to a physical address. Bob provided his address and will accept the delivery.

Membership to the California Special District's Association was discussed. The purpose of joining would primarily be to look at savings on insurance. The reduced rate for membership at this time is \$153.00 but would increase next year.

Julio made the motion to join CSDA. There was no second to his motion. The matter closed.

Julio presented the preserved historical document. He said it has UV resistant glass and is acid resistant. Everyone agreed it is exactly what was needed to preserve it.

Ritchey gave his Caretaker's Report stating he thinks both cemeteries look good. He said he's been working from 7:00a.m. – 10:00a.m. to avoid the heat. Brian said he's spoken with a logger who will take down the pine trees. He said we may need to pay Josh Noble to take down 1 pine tree. He said he'll continue to work on the tree removal project.

The District's payables were reviewed in 2 transmittals: \$1302.46 for the regular bills and \$313.90 for the AddArt invoice to preserve the historical document. Brian made the motion to pay both transmittals. Bob seconded the motion. The bills were paid with 5 votes.

Judy reported there were no sales of plots.

There was no report of new business.

Bob reported that he spoke with County Counsel and they confirmed that proxy voting is allowable for special districts unless the district's bylaws prohibit it. He confirmed the WPCD doesn't have bylaws.

Judy said she asked Jill to print the Roberts Rules of Order for everyone to review how our meetings are to be conducted.

Julio said he's having hip surgery on 8/20.

The meeting adjourned at 7:10 p.m.

Respectfully Submitted,

Jill M. Jenkins, Clerk