

MURRIETA VALLEY CEMETERY DISTRICT

Laurel Cemetery/District Office
42800 Ivy Street
Murrieta, CA 92562

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www.murrietacemetery.org/

MINUTES

SPECIAL MEETING OF THE BOARD OF TRUSTEES

Nov 6, 2024 at 10:00am

District Office: 42800 Ivy Street

- **Call to Order-** *Chair Penko called the meeting to order at 10:00 AM*
- **Pledge of Allegiance-** *Complete*
- **Roll Call** Chair Penko, Vice Chair Mejares-Pham, Trustee Klein, Trustee McConnell, District Manager Sauer, Office Manager Richi – *All present*
- **Approval of Agenda** – *Trustee Klein recommended that the Agenda be placed into a different order to benefit Chair Penko's time. Closed session moved to first item, discussion items 2-8, action item for approval then Chair Penko recusing herself from being involved in new trustee applicant selection then discussion item #1 as last. Trustee Klein made a motion for approval of the reformatted agenda, Vice chair Mejares-Pham seconded the motion. Motion carried 4/0.*
- **Discussion Items**
 1. **MVCD Trustee current and expected opening** – *Chair Penko recused herself since she is applying for a new term Jan 2025 for MVCD Board of Trustees. A quorum is present. The Trustees wanted to list the pros of each applicant that applied for the open Trustee Positions, there were six applicants.*

Barton- Good business background and schedule flexibility.
Davidson- involved in the community.
Messina- lawyer and knows the industry
Penko-Seamless history of service on the board not only as chair but as a trustee and understands the importance of being a trustee.
Watkins-family buried here, has industry knowledge
Wickman- Long time resident, was a part of GPAC as well as a government employee.
The board of Trustees recommended setting up a zoom interview with potential trustee applicants. Managers Sauer and Richi to assist with facilitation.
 2. **MPD e-rolodex updated** – *General Manager Sauer reported to Trustees that new employees had successfully been added and old employees removed.*
 3. **Grass in F** - *General Manager Sauer reported seed had been placed and grass was growing well.*
 4. **Drains installed** - *General Manager Sauer reported two new areas where drains had been installed to combat the wet weather coming in the winter.*
 5. **Chelsea California Special District Association and CalPers conferences attended** – *Office Manager Richi to come back to Trustees with report of what was learned at conferences*
 6. **CPA Kevin Brejnak (CemeteryDistrictCPA) proposal for auditing services** -*Trustees recommended this be an action item for the New Board before the end of the next fiscal year.*
 7. **MVCD Price adjustments for 2025?**- *Trustees recommended to evaluate rising costs of doing business and to bring this item back up for discussion soon.*
 8. **Employee health benefits – stay with GSRMA or switch to CalPers offering of similar cost** - *Trustees recommended they would like to see the options and be involved in the decision of what MVCD's new health plan offerings will be.*
- **Action Items**

- 1. Approval of expense for gravel for cemetery roads: \$2,610.00** – *Trustee Klein made a motion to approve expense, seconded by Trustee McConnell. Motion carried 4/0.*

Closed Session -*Entered into closed session at 10:03 am*

1.Hiring (pursuant to Government Code Section 54957(b)2)

Came out of closed session at 10:06 AM with no reportable action

Took a recess at 10:31 am

Meeting was called to order from recess by Vice Chair Mejares-Pham at 10:45 am

Announcements: *Vice Chair Mejares-Pham recommended that Murrieta Valley Cemetery District start posting press releases with our volunteers' efforts of our community outreach*

- **Next Meeting Date:** November 19, 2024 at 2:00PM
- **Adjournment- :** *Vice Chair Mejares-Pham adjourned the meeting at 11:12 AM*

In compliance with the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the District Manager at (951) 677-4223. (28 CFR 35.102.35.104 ADA Title II)

All supporting documentation is available for public review at the Murrieta Valley Cemetery District Office located at 42800 Ivy St. Murrieta, California, during regular business hours:

8:00 a.m. – 4:00 p.m. – Monday through Friday.

Agenda items are also available online at www.murrietacemetery.org

CERTIFICATION

I, Chelsea Richi, Office Manager / Board Secretary of the Murrieta Valley Cemetery District, do hereby certify that a copy of the foregoing minutes was posted on *Wednesday, November 13th, 2024 at 09:00 AM* at 42800 Ivy Street, Murrieta, California, and on the district's website at least 24 hours prior to the time of this SPECIAL Meeting.

Date: November 13, 2024

By: Chelsea Richi, Office Manager and Board Secretary