



MURRIETA VALLEY CEMETERY DISTRICT

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

Phone: 951.677.4223
Fax: 951.677.5559
www.murrietacemetery.org/

AGENDA

REGULAR MEETING OF THE BOARD OF TRUSTEES

February 4th, 2025 --- 02:00 PM

42800 Ivy Street, Murrieta, CA 92562

- A. Call to Order-
- B. Pledge of Allegiance-
- C. Roll Call- Chair Mejares-Pham, Vice-chair Penko, Trustee Barton, Trustee Klein, Trustee McConnell, Office Manager Richi, General Manager Sauer
- D. Approval of Agenda -
- E. Announcements -
- F. Public Comments –
- G. Members of the public are invited to address the Board concerning any items not on the agenda, but within the subject matter jurisdiction of the Board of Trustees. Members of the public may address the Board on agenda items when those matters come up for discussion for a total of three minutes.
- H. Consent Calendar-
 - 1. Accept Minutes -
 - 2. Approve disbursements *NONE*
 - 3. Receive and File Financial Statements *NONE*
- I. Discussion Items –
 - 1. Health Insurance Coverage Options
 - 2. New employee handbook
 - 3. Invitation for Niche Dedication Ceremony (Trustees Review)
 - 4. US Bank New account for Endowment
- J. General Manager Report -
- K. Office Manager Report -
 - 1. January Recap of Families Served, Sales & Remaining Inventory
 - 2. Digitizing files
- L. Action Items-
 - 1. Approval of Computer System update-
 - 2. Approval of Budget for New Cleaning Company-
 - 3. Payment Voucher – Jan. 2025
 - 4. Cash Receipts – Jan. 2025
- M. Closed Session Items-
 - 1. Pursuant to Government Code Section 54956.8. Property: [Murrieta, CA]
 - 2. Public Employee Performance Evaluation Pursuant to Government Code Section 54957
Job Title: General Manager
- N. Trustee Reports-
- O. Future Agenda Items-
 - Financials for January (Review March 4th meeting), Statement of Economic Interests- California Form 700, Subcommittees 2025,
- P. Next Meeting Date: February 18th, 2025 at 02:00 PM
- Q. Adjournment-



IMPORTANT NOTICES

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)

The agenda and all related documents are available for public review online at www.murrietacemetery.org and 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.

CERTIFICATION

I, Chelsea Richi, Office Manager/ Secretary of the Murrieta Valley Cemetery District, do hereby certify that a copy of the foregoing Agenda was posted on 01/31/2025 at 12:00 PM at 42800 Ivy Street, Murrieta, California, and on the District's website at least 72 hours prior to the time of this Regular Meeting.

Date: 01/31/2025 at 12:00 PM

Respectfully By: Chelsea Richi,
Office Manager & Secretary to the Board

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