MURRIETA VALLEY CEMETERY DISTRICT

Laurel Cemetery/District Office Phone: 951.677.4223

42800 Ivy Street Fax: 951.677.5559

Murrieta, CA 92562 [www.murrietacemetery.org/](http://www.murrietacemetery.org/)

**MINUTES**

**REGULAR MEETING OF THE BOARD OF TRUSTEES**

July 25, 2023 at 2:00pm District Office—42800 Ivy Street

* **Call to Order**

Chair McConnell called meeting to order at 2:00pm

:

* **Pledge of Allegiance**

Complete

* **Welcome new Trustees**
* **Roll Call**

Chair McConnell, Trustee Penko, Trustee Busch, Trustee Mejares, Trustee Klein, District Interim Manager Meredith, Board Admin Assistant Ross

All present

* **Approval of Agenda**

A motion to approve the Agenda was made by Trustee Penko, seconded by Trustee Mejares. Motion carried 5/0.

* **Public Comments**

Gary, Linda and Patricia Stenson talked of their headstone covered in mud.

* **Consent Calendar**
* Approve Disbursements
* Accept Minutes
* Receive and File Financial Statements

A motion to approve the Consent Calendar was made by Trustee Busch, seconded by Trustee Mejares. Trustee Klein abstained from minutes. Motion carried 5/0.

* **Action Items**
  1. **Chamber of Commerce Membership**

Recommendation: To discuss advantages/disadvantages and vote

A motion to not join the Chamber was made by Trustee Mejares, seconded by Chair McConnell. Motion carried 4/1. Trustee Busch voted no.

* 1. **Move Pontem software to the Cloud**

Recommendation: To discuss advantages/disadvantages vote in favor

A motion to approve moving Pontem to the Cloud was made by Trustee Klein, seconded by Trustee Busch. Motion carried 5/0.

**General Manager’s Reports**

* **General Manager’s Administrative/Operations Report**
  + Completed conversion from old accounting software (SAGE 50) to QuickBooks Online active July 1, 2023 –integrated with Osiris software.
  + John Deere Gator – presented quote C. Washingtons office. Told no funds available until after November elections. Manger was given direction to bring PO to next meeting.
  + Received one bid (so far) for sprinkler system repair/replacement $302,000.00 – (prevailing wages). Manager to include time and penalties on any contract.
  + Both mowers and JD GATOR (UV) were out for repair. All are back and running.
  + Robert Blum – resigned for work closer to home
  + Posted Groundskeeper position on Craig’s List. Reviewing respondents.
  + Completed network hardware installation
  + Extreme heat conditions – modified work schedule, bought “wet bulb meter”
* **Discussions**
  + Development plan – “MVCD 10 Year Plan”
  + Policy reviews – need to clarify numerous issues
  + Trustee compensation Trustees are not in favor
  + Trustee Committees No committees
  + Business Cards for Trustees for 2 Trustees
  + Posting for General Manager and Administrative Assistant to the Board positions.
  + Review MVCD WEB
  + Debra’s leave for surgery beginning 7/27/2023

**Administrative Assistant Reports**

**General Counsel Reports**

None

* **Trustee Reports**

None

* **Future Trustee Agenda Items**

September’s Agenda a final Sprinkler Contract

* **Closed Session**

None

* **Announcements**

None

**Next Regular Board Meeting will be August 22**, **2023 at 2:00pm**

* **Adjournment**

Chair McConnell adjourned meeting at 3:45pm

Respectfully submitted,

Debra Ross

Administrative Assistant to the Board of Trustees