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/)

**AGENDA**

**REGULAR MEETING OF THE BOARD OF TRUSTEES**

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

* **Call to Order**
* **Pledge of Allegiance**
* **Welcome new Trustees**
* **Roll Call**

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

* **Approval of Agenda**
* **Public Comments**

At this time, members of the public are invited to address the Board concerning any items not on the agenda, but within the jurisdiction of Murrieta Valley Cemetery District.  Members of the public may address the Board on agenda items when those matters come up for discussion.

* **Consent Calendar**
* Approve Disbursements
* Accept Minutes
* Receive and File Financial Statements
* **Action Items**
  1. **Chamber of Commerce Membership**

Recommendation: To discuss advantages/disadvantages and vote

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

Recommendation: To discuss advantages/disadvantages vote in favor

**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
  + Received one bid (so far) for sprinkler system repair/replacement $302,000.00 – (prevailing wages)..
  + 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
  + Trustee Committees
  + Business Cards for 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**

* **Trustee Reports**
* **Future Trustee Agenda Items**

* **Closed Session**
* **Announcements**
* **Next Meeting Date: August 22**, **2023 at 2:00pm**
* **Adjournment**

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**](http://www.murrietacemetery.org/)

CERTIFICATION

I, Richard Meredith, Interim District Manager of the Murrieta Valley Cemetery District, do hereby certify that a copy of the foregoing agenda was posted on *Friday, July 21, 2023* at 2:00 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: July 21, 2023

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By: Richard Meredith, Interim District Manager