

Artesia Cemetery District

11911 Artesia Blvd., Suite 104A, Cerritos, CA 90703

Board of Trustees

Trustee Rene Treviño

Chair Lynda Johnson

Trustee Linda Gonzalez

District Manager

Antonio Mendoza

MEETING OF THE BOARD OF TRUSTEES

MINUTES

Thursday, June 27, 2019

4 P.M. CLOSED SESSION

CALL TO ORDER: Meeting was called to order at 4:16 p.m.

ROLL CALL: Members present: Chair: Lynda Johnson Trustees: Rene Treviño, Linda Gonzalez

PUBLIC COMMENTS ON CLOSED SESSION ITEMS: No public comments

RECESS TO CLOSED SESSION:

1. EMPLOYEE DISCUSSION

RECONVENE TO OPEN SESSION: Reconvened at 5:05 p.m.

Report from closed session: Office Manager position will be closed effective February 28, 2020.

CALL TO ORDER: Meeting was called to order at 5:07 p.m.

ROLL CALL: Members present: Chair: Lynda Johnson Trustees: Rene Treviño, Linda Gonzalez

PLEDGE OF ALLEGIANCE: Led by Trustee Treviño

INVOCATION: Led by Trustee Gonzalez

AGENDA: Unanimously approved

MINUTES: Nothing to report.

PUBLIC COMMENT: No public comments.

CONSENT ITEMS: Nothing to report.

ACTION ITEMS:

1. **2019 – 2020 Adoption of Proposed Budget:** Chair Johnson recommended to add Legal Counsel to the budget; match old budget monthly expenses into the new budget; to add a total column at the end of the budget; and suggested that each Trustee meet individually with the District Manager for further budget clarification. Motion made by Trustee Gonzalez and seconded by Trustee Trevino to bring back 2019-2020 budget with edits for review and adoption to the next Board of Trustees Meeting. Motioned passed unanimously.

2. **Audit Report Presentation – David Farnsworth, CPA:** David Farnsworth thanked District Manager Antonio Mendoza and Office Manager Ana Perez for their assistance with the audit. David reported that no ledger was found for account receivables; no documentations for Pre-Needs existed; there were no beginning or ending balances; he discovered that the general fund owes the endowment fund \$908,284. This was due to misappropriation of assets. His final opinion was a Disclaimer of Opinion. Not enough information to do a complete audit. Normally, Mr. Farnsworth will not take audits with so many indications of misappropriation of funds. However, since there was a new Board of Trustees and new District Manager, he decided to carry out the completion of the audit. Recommendations were made by David Farnsworth which the District Manager prepared responses. Chair and Trustees thanked Mr. Farnsworth for preparing the audit. Trustee Trevino moved and Trustee Gonzalez second to adopt the audit report. Passed unanimously.

Meeting adjourned at 6:12 p.m.

REGULAR BOARD OF TRUSTEES MEETING

July 11, 2019, 3:30 p.m.