

Artesia Cemetery District

Meeting Location: 11142 Artesia Blvd., Cerritos, CA 90703

Board of Trustees

Chair Mike Laughlin

Vice Chair Michael Wada

Trustee Allison Stewart Trustee Osvaldo Palhinha Trustee Linda Gonzalez
General Manager Antonio Mendoza District Counsel Karen A. O'Neil

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

Thursday, February 9, 2023

4:00 P.M.

1. CALL TO ORDER

Chair Laughlin called the meeting to order at 4:01 p.m.

2. ROLL CALL

Present: Chair Laughlin, Vice Chair Wada, Trustee Gonzalez, Trustee Palhinha, Trustee Stewart

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice Chair Wada.

4. AGENDA

Trustee Gonzalez motioned to approve the Agenda of the February 9, 2023 Board Meeting.
Trustee Palhinha seconded. **Unanimous Approval**

5. PUBLIC COMMENT

No members of the public were present.

6. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION

(Subdivision (a) of Section 54956.9)

Artesia Cemetery District vs. Robert Yeutter et al. (Case No. 21NWCV00562)

B. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

(Subdivision (a) of Section 54956.9)

Artesia Cemetery District vs. Pro Builders Design Consultant et al. (DIR Case No. 40-74333-155)

Trustee Stewart motioned to go into closed session, and Trustee Gonzalez seconded.

The Board of Trustees entered Closed Session at 4:03 p.m.

The Board of Trustees returned from Closed Session at 4:26 p.m.

7. CLOSED SESSION ANNOUNCEMENTS

No announcements to disclose.

8. GENERAL MANAGER’S REPORT

A. FINANCE/TREASURER’S REPORT

Paul J. Kaymark CPA, Financial consultant reviewed the Finance/Treasurer’s Report via Zoom. Vice Chair Wada motioned to approve the Finance/Treasurer’s Report. Trustee Palhinha seconded. **Unanimous Approval**

B. ACD UPDATES, BURIALS & SERVICES

In the month of January, we had a total of 13 funerals: 12 burials and 1 cremation. Sold 3 Pre-need plots.

Tuff Shed was installed, waiting for technician to come in and put an alarm.

Risk Management Insurance has opened nominations period for board of directors if anyone is interested in applying.

Had one incident report made this month, incident was reported to ACD staff, paperwork was filled out.

CAPC Annual conference will be next month. General Manager will be attending.

9. CONSENT ITEMS

A. MINUTES: January 12, 2023, Regular Board Meeting Minutes

B. MINUTES: January 19, 2023, Special Board Meeting Minutes

Vice Chair Wada motioned to approve both Corrected Minutes from the January 12, 2023, Regular Board Meeting & Minutes from the January 19, Special Board Meeting. Trustee Stewart seconded. **Unanimous Approval**

10. ACTION ITEMS

A. PRE-NEED INTERMENT PURCHASE AGREEMENT (PAID-IN-FULL)

Trustee Stewart motioned to approve the Pre-Need Interment Purchase Agreement (Paid-in-Full). Trustee Palhinha seconded. **Unanimous Approval**

B. REVIEW AND APPROVE ACD INTERMENT PROCEDURES

Trustee Palhinha motioned to approve the Review and Approval of ACD Interment Procedures. Trustee Gonzalez seconded. **Unanimous Approval**

C. SPACE FORCE MEMORIAL PLAQUE FOR VETERAN’S MEMORIAL FLAGPOLE

Chair Laughlin motioned to approve the purchase of (3) new plaques for the Memorial dedication for the Veteran’s Memorial Flagpole. (1) Space Force, (1) to replace of the original dedication plaque and (1) a new dedication plaque. Vice Chair Wada seconded. **Approved**

Roll Call Vote:

Yes: 4 **No:** 1 Trustee Gonzalez **Absentee:** 0 **Abstention:** 0

BOARD COMMENTS

Trustee Gonzalez: No comments

Trustee Palhinha: Praised the people on this board for being so generous and so good.

Trustee Stewart: No comments

Vice Chair Wada: No comments

Chair Laughlin: He shared with General Manager about an organization called Wreaths Across America to sponsor wreaths for our veterans, an outside group makes them and sells them for \$25 per wreath., they ship them to the location of choice and volunteers will place it on each grave marker on December 19th each year, it is a huge deal, and a big ceremony. Daughters of American Revolution are willing to sponsor some of the wreaths for this cemetery. An informational trailer will be here in California on 2/25/2023 at Gold Star Manor, He is inviting all board members to go and learn more about this organization and get on board. He also went to Yelp to view the comments section for our cemetery and saw great comments. Thanks to General Manager and staff for an outstanding job.

11. ADJOURNMENT

Trustee Palhinha motioned to adjourn the Regular Meeting of the Board of Trustees. Trustee Stewart seconded this motion.

Chair Laughlin adjourned the Regular Meeting of the Board of Trustees at 5:32 p.m.

The next Regular Meeting of the Board of Trustees will be held on **Thursday, March 9, 2023 at 4:00 p.m.** at the District Office, located at Artesia Cemetery District, 11142 Artesia Blvd, Cerritos, CA 90703