

# 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 Anthony J. Principe

## MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

Thursday, November 9, 2023

4:00 P.M.

### 1. CALL TO ORDER

Chair Laughlin called the meeting to order at 4:00 p.m.

### 2. ROLL CALL

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

### 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 November 9, 2023 Board Meeting. Trustee Palhinha seconded. **Unanimous Approval**

### 5. PUBLIC COMMENT

No members of the public were present.

### 6. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION

(Subdivision (a) of Section 54956.9)

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

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

The Board of Trustees entered Closed Session at 4:01 p.m.

The Board of Trustees returned from Closed Session at 4:10 p.m.

### 7. CLOSED SESSION ANNOUNCEMENTS

No Announcements

## 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 Gonzalez seconded. **Unanimous Approval**

### B. ACD & COVID UPDATES

**Tier 4 Update:** 8 rows have completed.

**Security Cameras:** In progress, fine tuning the details

**Día De Los Muertos Event:** Was a success, we made front page of local news, great turn out and great feedback. Next year this date will fall on a Saturday, so we expect to see a larger number of visitors.

**Upgrades:** Installed an eye wash station.

**Webinar:** General manager attended a financial webinar.

**COVID Updates:** Regulations have remained the same. If anyone is ill, they will stay home 5 days instead of 10.

### C. BURIALS & SERVICES

Month of October ACD had a total of **(11)** Funeral Services: **(8)** Full Burials and **(3)** Cremations. We sold **(10)** Pre-Need plots.

## 9. CONSENT ITEMS

### A. MINUTES: October 12, 2023 Regular Board Meeting Minutes

Vice Chair Wada motioned to approve the Minutes from the October 12, 2023 Regular Board Meeting. Trustee Palhinha seconded. **Unanimous Approval**

## 10. ACTION ITEMS

### A. RESOLUTION 2023-011 ADOPTING A PUBLIC WORKS CONTRACTS POLICY

Vice Chair Wada motioned to approve the Resolution 2023-011 to Adopt a Public Works Contracts Policy with (1) correction. Trustee Palhinha seconded. **Unanimous Approval**

**Roll Call Vote:**

**Yes: 5                      No: 0                      Absentee: 0                      Abstention: 0**

### B. APPROVING A PUBLIC WORKS CONTRACT for WALL NICHES & OSSUARY

Trustee Stewart motioned to approve a Public Works Contract for wall niches & ossuary. Trustee Palhinha seconded. **Unanimous Approval**

## 11. BOARD COMMENTS

- Trustee Gonzalez:** Thanked everyone for the card & flowers. Also thanks for the Dias De Los Muertos event. Thanks to the grounds crew for all their hard work.
- Trustee Stewart:** Condolences to Trustee Gonzalez. Thank you and congrats to General Manager for the Dia De Los Muertos event, this is the first time she was able to attend.
- Trustee Palhinha:** Congrats to Trustee Stewart for her medals, makes him feel very proud.
- Vice Chair Wada:** Condolences to Trustee Gonzalez, and congrats to Trustee Stewart for medals. Special thanks to Dawn Nelson for her work even through her personal issues, and praise to General Manager for all his accomplishments.
- Chair Laughlin:** Apologized for his sniffles and condolences to Trustee Gonzalez. Congrats to Trustee Stewart, and thanks to Dawn Nelson and office staff for everything.

## 12. ADJOURNMENT

Vice Chair Wada motioned to adjourn the Regular Meeting of the Board of Trustees. Trustee Palhinha seconded.

Chair Laughlin adjourned the Regular Meeting of the Board of Trustees at 4:57 p.m. in Memory of Jesus John Gonzalez.

The next Regular Meeting of the Board of Trustees will be held on **Thursday, December 14, 2023 at 4:00 p.m.** at the District Office, located at Artesia Cemetery District, 11142 Artesia Blvd, Cerritos, CA 90703.