

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

Board of Trustees

Chair Michael Wada

Vice Chair Linda Gonzalez

Trustee Allison Stewart **Trustee** Osvaldo Palhinha **Trustee** Mike Laughlin
General Manager Antonio Mendoza **District Counsel** Karen A. O'Neil

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

Thursday, December 8, 2022

4:00 P.M.

1. CALL TO ORDER

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

2. ROLL CALL

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

Absent: Trustee Stewart

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Chair Wada

4. AGENDA

Vice Chair Gonzalez motioned to approve the Agenda of the December 8, 2022 meeting. Trustee Palhinha seconded. **Approved**

5. PUBLIC COMMENT

No members of the public were present.

6. CLOSED SESSION

No Closed Session

7. CLOSED SESSION ANNOUNCEMENTS

No Closed Session/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 Teleconference.

Trustee Laughlin motioned to approve the Finance/Treasurer's Report. Trustee Palhinha seconded.

B. ACD UPDATE

In the month of November, we had a total of 16 funerals: 13 burials and 3 cremations. Sold 2 Pre-need plots.

Tree trimming project has been completed for this year. Removed some trees from the back Tier 4 section, next year focus will be on some of the trees in the front of the cemetery.

Tier 4 update: We have completed all of the mapping and entered into Chronicle. Bushes have been added to separate the new section.

Updated the battery on the golf cart from alkaline to lithium, now it runs lighter and last longer.

9. CONSENT ITEMS

A. MINUTES: November 10, 2022 Regular Board Meeting Minutes

Vice Chair Gonzalez motioned to approve the Minutes from the November 10, 2022, board meeting. Trustee Laughlin seconded. **Approved**

10. ACTION ITEMS

A. RESOLUTION 2022-017 APPROVING AND ADOPTING A REFUND POLICY

Trustee Palhinha motioned to approve Resolution 2022-017 Approving and Adopting a Refund Policy. Trustee Laughlin seconded. **Approved**

Roll Call Vote:

Yes: 4 No: 0 Absentee: 1 Abstention: 0

B. RESOLUTION 2022-016 ADOPTING AN ELIGIBLE NON-RESIDENT POLICY (Revisited)

Trustee Palhinha motioned to approve Resolution 2022-016 Adopting an Eligible Non-Resident Policy. Trustee Laughlin seconded. **Approved**

Roll Call Vote:

Yes: 4 No: 0 Absentee: 1 Abstention: 0

C. RESOLUTION 2022-018 APPROVING AND ADOPTING A PRE-NEED INTERMENT PURCHASE POLICY

Trustee Laughlin motioned to approve Resolution 2022-018 Approving and Adopting a Pre-Need Interment Purchase Policy. Trustee Palhinha seconded. **Approved**

Roll Call Vote:

Yes: 4 No: 0 Absentee: 1 Abstention: 0

D. PUBLIC HEARING TO INTRODUCE ORDINANCE 2023-01 (FIRST READING) INCREASING THE TRUSTEES' COMPENSATION FOR ATTENDING BOARD MEETINGS

No comments from the public. Trustee Laughlin motioned to approve Public Hearing to Introduce Ordinance 2023-01 Increasing the Trustees' Compensation for Attending Board Meetings. Trustee Palhinha seconded. **Approved**

Roll Call Vote:

Yes: 4 No: 0 Absentee: 1 Abstention: 0

E. ADOPTION OF ANNUAL CALENDARS

Vice Chair Gonzalez motioned to approve Adoption of Annual Calendars for 2023. Trustee Laughlin seconded. Veteran's day Event to be scheduled for Thursday, November 9th @ 3:30pm. **Approved**

F. ELECTION OF OFFICERS

The BoT will need to **fill 3 positions**: Chair, Vice-Chair, and Secretary. Nominations for new officers were as followed:

Chair: Mike Laughlin
 Mike Wada (Withdrawn/Declined)

VOTE: (4) in favor of Mike Laughlin

Vice-Chair: Mike Wada
 Osvaldo Palhinha (Declined)

VOTE: (4) in favor of Mike Wada

Secretary: Antonio Mendoza

VOTE: (4) in favor of Antonio Mendoza

G. SET DATE FOR SPECIAL MEETING ON TIER 4 PRICING & PROCEDURES

Mr. Moeen (member of the public) joined meeting @ 4:25pm to speak to the Board regarding his religion and specific burial needs for him and his congregation. Board suggested to hold off any comments until upcoming meeting. Special Meeting is set for Thursday, January 19, 2023 @ 4:00pm.

11. BOARD COMMENTS

Trustee Laughlin: Noticed that every time he visits the cemetery, everyone is really busy. He wondered about the guy with paintbrush, which is our volunteer. He gives thanks for the opportunity to fill Mike Wada's shoes.

Trustee Palhinha: It was a pleasure to work on the Board under Mike Wada. Congratulations to Mike Laughlin. We have a great General Manager and Board. Thanks and congrats again to the entire Board.

Trustee Stewart: N/A

Vice Chair Gonzalez: Her condolence to Trustee Stewart, she will give her a call during the week. She noticed Dia de los Muertos Event has two dates on the list and is there anything the board needs to do? Congrats to Mike Laughlin and thanks to Mike Wada.

Chair Wada: Congrats to Mike Laughlin. He thinks it would be a good idea for the board to send Janice Hahn a letter congratulating her on her new position.

12. ADJOURNMENT

Chair Wada adjourned the Regular Meeting of the Board of Trustees at 5:16 p.m. in Memory of Luis Ramon Gonzalez & John Ivy.

Trustee Palhinha motioned to adjourn the Regular Meeting of the Board of Trustees. Vice Chair Gonzalez seconded this motion.

The next Regular Meeting of the Board of Trustees will be held on **Thursday, January 12th, 2023 at 4:00 p.m.**