

**MEETING OF THE BOARD TRUSTEES OF ESCALON CEMETERY DISTRICT
28320 E. River Road, Escalon, CA 95320**

REGULAR MEETING AGENDA

**Wednesday, June 12, 2024
11:00 a.m.**

I. CALL MEETING TO ORDER

II. ROLL CALL

Trustee, Lynn Hogue
Manager, Laura Alcantor

Trustee, Terri Rocha
Office Assistant, Jeff Hood

III. APPROVAL OF AGENDA AS POSTED OR AMENDED

IV. PUBLIC COMMENT

V. CONSENT CALENDAR

A. **Minutes:** Approval of minutes from the Regular Board Meeting on May 8, 2024.

B. Financial Statements:

Presented by: Laura Alcantor

Requested Action/Purpose: Discussion of the financial reports for the previous month.

Attachments: May 2024 Financial County Reports

C. Warrants for Bills, Invoices and Required Payments:

Presented by: Jeff Hood

Requested Action/Purpose: List of bills, invoices, and other payments the district is required to make and the source of the account from which the payment will be made.

Attachments: May 2024 Warrant Log

VI. GENERAL MANAGER'S REPORT

A. Burials:

Calendar YTD	41	May 2024	10	May 2024	10	Calendar YTD	41
Resident	23	Resident	5	Casket	4	Casket	20
Non-Resident	18	Non-Resident	5	Cremation	6	Cremation	21

Fiscal YTD	69	Total	69
Resident	43	Casket	35
Non-Resident	26	Cremation	34

B. Bank Accounts:

Presented by: Jeff Hood

Requested Action/Purpose: Discussion, activity, and balance of bank accounts at Oak Valley Community Bank.

Attachments: May 2024 Statements

VII. NEW BUSINESS

A. **Break-In & Theft discussion** – Equipment taken, Damage replacement – Loss/Recovery Designation

Presented by: Laura Alcantor

Requested Action/Purpose: 2 Roll up doors replaced. Equipment to be replaced.

Attachments: None

B. **Vacation Coverage - Laura in July**

Presented by: Laura Alcantor

Requested Action/Purpose: SWIFT Landscaping is aware.

Attachments: None

C. **Replacement Fridge in Shop**

Presented by: Terri Rocha

Requested Action/Purpose: Discuss replacement of failing old refrigerator. Need to replace and discard old.

Attachments: None

VIII. OLD BUSINESS

A. **2024/2025 Budget Preparation –**

Presented by: Laura Alcantor & Jeff Hood

Requested Action/Purpose: Subsequent e-mail, Board input and inquiries for June Board meeting.

Attachments: None

B. Employee Handbook Revision

Presented by: Laura Alcantor

Requested Action/Purpose: Update process continues.

Attachments: None

IX. ITEMS TOO LATE FOR THE AGENDA

X. ANNOUNCEMENTS BY TRUSTEES

XI. ANNOUNCEMENT OF FUTURE BOARD MEETINGS

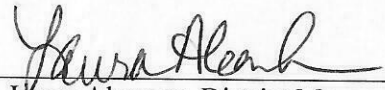
Regular Board Meetings are held the second Wednesday of every month at 11:00 a.m. at the Cemetery Office located at 28320 E. River Road, Escalon, CA 95320. The next Regular Meeting of the Board of Trustees is scheduled for July 10, 2024.

XII. ADJOURN

CERTIFICATION

I, Laura Alcantor, District Manager for the Escalon Cemetery District, do hereby certify that a copy of the foregoing agenda was posted at the Cemetery Office, 28320 E. River Road, Escalon, California at least 72 hours prior to the time of this Meeting.

Date: June 7th, 2024.



Laura Alcantor, District Manager

AVAILABILITY OF PUBLIC RECORDS: All public records relating to open session items on this Agenda which are not exempt from disclosure pursuant to the California Public Records Act, and which are distributed in connection with the open session items are available for public inspection at the Cemetery Office, 28320 E. River Road, Escalon, California while the public records are distributed or made available by a legislative body. If, however, the public records are not distributed until the Meeting at which the agenda is considered, then the public records will be made available to the public at the location of the Meeting as listed on the Agenda at the Cemetery Office, 28320 E. River Road, Escalon California. Persons who require disability-related accommodation, including auxiliary aids or services, should contact the District Manager at least seven days prior to the meeting for which accommodation is required. The District Manager can be contacted by telephone at (209) 838-2924, in person, or by mail at 28320 E. River Road, Escalon, California.