

West Side Cemetery District

MEETING

BOARD OF TRUSTEES

District Office Board Room

440 Bob Hampton Road, Taft, CA. 93268

Phone (661)765-4505 (westsidecemetery.com)

AGENDA

5:00 p.m.

February 18, 2025

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

INVOCATION:

ROLL CALL: SUMMERS, BLACK, MELTON, SUTHERLAND.

PUBLIC COMMENT: (5 min. time limit)

CORRESPONDENCE: Cooks computer maintenance, CAPC , Assured Partners insurance Co.
Cole Karr with AASD. CARB.

ANNOUNCEMENTS: None

APPROVAL OF MINUTES: January 21, 2024

APPROVAL OF FINANCIAL STATEMENTS: January 2024

*Balance Sheet

*Profit & Loss YTD Comparison

*Profit & Loss Budget vs. Actual

* Stifel, LLC Investment Accounts

APPROVAL OF MONTHLY CASH DISBURSEMENTS: January 2024

* Transaction Detailed by Account (General)

*Transaction Detailed by Account (Payroll)

MANAGER'S REPORT:

The District performed 12 services in January for a total of 62 services conducted for the 24-25 fiscal year. The district had completed 47 services a year prior. Grounds crew has stayed busy with a redesign of the turf space behind the mausoleum. Also, mausoleum roofing maintenance, mausoleum storage buildings, electrical, and general cleanup is underway. Manager has been busy with daily operations, mapping the memorial walk grave locations, equipment maintenance and memorial walk tree planting, and design. Cemetery staff continues to focus on water saving and reducing maintenance.

AGENDA ITEMS:

Current Business:

1. Update board on Mausoleum project. Discussion and Action.
2. Update Board on future expansion of cemetery grounds. Discussion and Action.
3. Revisit cremation inurnment options for memorial walk and expansion. Discussion and Action.

Unfinished Business: Print an updated cremation option flyer for mortuaries to use as a guideline.

Other Board Items:

BOARD MEMBER INPUT: This Portion of the meeting is reserved for Trustees to present information, announcements, or other items that have come to their attention. A Board member may request that an item be placed on the agenda for consideration at a future meeting or refer an item to the District Manager for a formal report. The Board will take no formal action.

MEETING ADJOURNED:

THE NEXT MEETING WILL BE HELD: March 18, 2025

The Boardroom of West Side Cemetery District is accessible to persons with disabilities. Disabled individuals who need special assistance to attend or participate in a meeting of the Board of Trustees may request assistance by contacting the District at 440 Bob Hampton Road Taft, CA.93268 or by calling (661) 765-4505. Every effort will be made to reasonably accommodate individuals with disabilities by making material available in alternative formats. Requests for assistance should be made five (5) working days in advance of a meeting whenever possible.

Board Members: *Gary Summers *Robyn Melton *Don Black *Shawn Sutherland

Staff: *Nick Ward-General Manager

Notes

The Boardroom of West Side Cemetery District is accessible to persons with disabilities. Disabled individuals who need special assistance to attend or participate in a meeting of the Board of Trustees may request assistance by contacting the District at 440 Bob Hampton Road Taft, CA.93268 or by calling (661) 765-4505. Every effort will be made to reasonably accommodate individuals with disabilities by making material available in alternative formats. Requests for assistance should be made five (5) working days in advance of a meeting whenever possible.

Board Members: *Gary Summers *Robyn Melton *Don Black *Shawn Sutherland

Staff: *Nick Ward-General Manager