



West Side Cemetery District

440 Bob Hampton Road, Taft, Ca 93268

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Regular Monthly Board of Trustees Meeting
District Office Boardroom, 440 Bob Hampton Road, Taft, CA 93268
April 21, 2026

CALL TO ORDER: Don Black called the meeting to order at 5:00 p.m.

PLEDGE OF ALLEGIANCE: Carrie Jameson led Flag Salute.

INVOCATION: Don Black

PRESENT WERE: Black, Sutherland, Jameson, and Manager Nick Ward.

ABSENT WERE: Robyn Melton

GUESTS WERE: Charlie Landwehr

PUBLIC COMMENT: None

CORRESPONDENCE: Barry Jameson-Barry's Backflow, Core and Main-Shannon Ulrich, Backflow Direct-Joe Everett. Zoro Plumbing.

ANNOUNCEMENTS: None

- 1) **Approval of Minutes:** Shawn Sutherland made a motion to approve the Minutes of the March 17, 2026 board meeting. Carrie Jameson seconded the motion. Motion passed Three (3) to Zero (0).
- 2) **Approval of Financial Statements:** Carrie Jameson made a motion to approve the Financial Statements for March 2026. Shawn Sutherland seconded the motion. Motion passed Three (3) to Zero (0).
- 3) **Approval of Monthly Disbursements:**
Transaction Detail by Account (General): Shawn Sutherland made a motion to approve the cash disbursements for March 2026, for checks 8274 thru 8289 and ACH's for a total of \$8,577.26. Carrie Jameson seconded the motion. Motion passed Three (3) to Zero (0).

Transaction Detail by account (Payroll): Shawn Sutherland made a motion to approve the cash disbursements for March 2026 for checks 1807 thru 1815 and AJE's for \$33,410.37. Carrie Jameson seconded the motion. Motion passed Three (3) to Zero (0).

Board Members: Robyn Melton-Vice-Chair/Secretary + Don Black + Shawn Sutherland + Carrie Jameson **Staff:** Nick Ward-District Manager

MANAGERS' REPORT:

The District performed 9 services in March for a total of 73 services conducted for the 25-26 fiscal year. The district had completed 75 services a year prior. Grounds crew is busy conducting funeral services, general cleaning, sprinkler testing and equipment maintenance. Maintenance staff is getting prepared for the Memorial Day Program. Also working on weed abatement and repair of curb and gutter concrete.

AGENDA ITEMS:

- 1) Board review and approval of new backflow preventer purchase. Carrie Jameson made a motion to approve Backflow Direct. Shawn Sutherland seconded the motion. Motion passed Three (3) to Zero (0).
- 2) Update on board 2026-2027 budget expectations and district needs. Discussion Only.

Unfinished Business List: Possible flag drop-off location.

Other Board Items: None

BOARD MEMBER INPUT: None.

MEETING ADJOURNED: Meeting Adjourned: 5:43 p.m.

The next Meeting will be May 19, 2026.

Respectfully Submitted,

Robyn Melton – Secretary