



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
July 21, 2026

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

PLEDGE OF ALLEGIANCE: Shawn Sutherland led Flag Salute.

INVOCATION: Don Black

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

ABSENT WERE: None

GUESTS WERE: None

PUBLIC COMMENT: None

CORRESPONDENCE: Danny Brown with CAPC / South Kern Cemetery District

ANNOUNCEMENTS: None

- 1) **Approval of Minutes:** Robyn Melton made a motion to approve the Minutes of the June 16, 2026 board meeting. Carrie Jameson seconded the motion. Motion passed Four (4) to Zero (0).
- 2) **Approval of Financial Statements:** Shawn Sutherland made a motion to approve the Financial Statements for June 2026. Robyn Melton seconded the motion. Motion passed Four (4) to Zero (0).
- 3) **Approval of Monthly Disbursements:**
Transaction Detail by Account (General): Carrie Jameson made a motion to approve the cash disbursements for June 2026, for checks 8322 thru 8333 and ACH's for a total of \$54,677.02. Robyn Melton seconded the motion. Motion passed Four (4) to Zero (0).

Transaction Detail by account (Payroll): Carrie Jameson made a motion to approve the cash disbursements for June 2026 for checks 1833 thru 1844 and AJE's for \$36,911.18. Robyn Melton seconded the motion. Motion passed Four (4) 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 4 services in June for a total of 93 services conducted for the 25-26 fiscal year. The district had completed 93 services a year prior. Grounds crew is busy conducting funeral services, general cleaning, sprinkler testing and equipment maintenance.

AGENDA ITEMS:

- 1) Budget review and approval. Discussion and Action. Robyn Melton made a motion to approve the budget as presented for the 2026-2027 fiscal year. Carrie Jameson seconded the motion. Motion passed (4) to Zero (0).

Unfinished Business List: None

Other Board Items: None

BOARD MEMBER INPUT: None.

MEETING ADJOURNED: Meeting Adjourned: 6:05 p.m.

The next Meeting will be August 18, 2026.

Respectfully Submitted,

Robyn Melton – Secretary