

## **Kern County Cemetery District**

Shafter Memorial Park Office  
18662 Santa Fe Way, Shafter, CA

- Call to Order: Call to Order at 12:00pm by Chairman Braun, Chairman Braun led the flag salute and invocation.
- Roll Call: In attendance was Barry Braun, Chairman of the Board; Belton Banks, Vice-Chair; Jerry Ezell, Secretary of the Board.
- Employees and Visitors: Timothy W. Unruh, District Manager; Eliza Caudillo, District Secretary; Denton Carender, Superintendent.
- Public Comment: None
- Consent Calendar: Included the approval of the agenda for the current meeting and minutes of the regular board meeting for August 2019 as corrected. The payroll warrants for 19-16 through 19-17 were approved. Vouchers, checks, and financial reports for August 2019 were approved. This was done by approval of the consent calendar by motion of Trustee Banks and seconded by Trustee Ezell; 3 ayes, unanimous.

### Management Update

- We had 10 services in Shafter and 12 services in Wasco for the month of August 2019. This gives us 43 for the fiscal year-to-date with a 19% cremation rate.
- The board was apprised of the passing of Mel Lewis who was heavily involved with the CAPC.
- The board was shown the new investment of \$50,000 of Endowment Care as requested at the August Meeting.

### Annual Review of District Policy

The board reviewed the policy change discussed at the August Board Meeting. The following is a brief overview of the changes up for review.

- Motions under Definitions – This is a clarification that a unanimous vote does not require a roll call for the vote. This is a recent change in California law.
- Staff under Definitions – These changes are to clarify current board meeting attendance.
- Voting under Board Process – the ‘Motions to Reconsider’ has been added to help in the process as well as an ‘item previously voted on’. These two considerations were brought to my attention at a CSDA conference and are included to help explain the process to the public. Also, ‘Items Previous Voted Upon’ has been added to clarify that every motion/vote will be given an opportunity for due process prior to reconsidering or bringing back for another vote.

*The motion to approve the changes in the Board Conduct Policy was made by Trustee Banks and seconded by Trustee Ezell, 3 ayes; unanimous.*

#### Burial Cost Discussion

Manager Unruh brought to the board a discussion on the changes in the time families are spending at a service. We are also seeing a shift from Church/Chapel services to Graveside services. In that regard these services are taking significantly longer due to families wishing to have mariachis, doves, balloons, butterflies, as well as the passing of a microphone. All these and combinations thereof are creating a longer graveside service. This in turn has caused our grounds personnel to stay off equipment and stand-by the services longer.

Discussion included the concern that families need to be paying for what they are creating with their services. The board asked that the manager bring this back to the board as more information is forthcoming. It is felt that a final discussion will be next fiscal year.

Along with this discussion, the board discussed the charges for cremation burial. Our prices have been set with the assumption that cremation services used to be short because it used to be a financial decision to cremate. Now, cremation is a choice and the services are as long as any graveside.

Both these considerations will be brought back to the board if any financial concerns need to be discussed. Staff will be tracking the length of time families are spending at each service to be brought into this discussion.

*No action taken, discussion only.*

#### Property and Equipment Management

At a previous board meeting, Chairman Braun had set an ad hoc committee of Trustee Ezell and Manager Unruh to review the property and equipment at both cemeteries. This committee met and reviewed the inventory and this list was presented to the board. Also, the Purchase Policy was discussed as well.

The inventory list was determined to be adequate and the Purchase Policy will be kept as is at this time.

*No action taken, discussion only.*

#### Adjournment

The meeting was adjourned at 1:24 by Chairman Braun. The next regular meeting is scheduled for October 17, 2019.

Signed,

Timothy W. Unruh  
District Manager