

**PALM SPRINGS CEMETERY DISTRICT  
MINUTES  
REGULAR BOARD OF TRUSTEE MEETING**

**DATE:** November 10, 2016  
**TIME:** 2:00 P.M.  
**PLACE:** 31-705 Da Vall Drive, Cathedral City, CA 92234

1. **CALL TO ORDER** The meeting was called to order by Chairperson Pye at 2:00 P.M.

2. **ROLL CALL**

Present: Jan Pye, Chair  
Lenny Pepper, Vice Chair  
Lynn Mallotto, Treasurer  
Jane Alcumbrac, Member

Also Present: Kathleen Jurasky, District Manager

Not Present: William Kleindienst, Secretary

3. **PUBLIC COMMENTS** - None

4. **CONFIRMATION OF AGENDA** Motion was made by Trustee Pepper, seconded by Trustee Mallotto to approve the Agenda as presented. Motion carried, vote 4-0 Alcumbrac, Mallotto, Pepper and Pye. Trustee Kleindienst not present.

5. **CONSENT CALENDAR** Trustee Pye requested that item F5 of the financials be pulled for discussion. Following a discussion motion was made by Trustee Pepper, seconded by Trustee Mallotto to approve the Consent Calendar as presented. Motion carried, roll call 4-0 Alcumbrac, Mallotto, Pepper, and Pye. Trustee Kleindienst not present.

**Trustee Kleindienst arrived at 2:01 P.M.**

6. **ADMINISTRATIVE CALENDAR** a. **District Investments General Overview & Update - Neal Wilson, C & N Financial** Neal Wilson reported that not much has changed since his last report. He further stated that in light of the election results the market is in a wait and see mode, and feels that interest rates will probably raise after the Fed meeting in December. He will be keeping a close eye on the market for changes, and where to place District investments in the future.

b. **Review for Discussion and Approval Building Lease Agreement between PSCD and Pet Memorial Park Cemetery** District Manager Jurasky reviewed the questions, answers and explained why the Non-Profit is a Corporation and not a Foundation. Following a discussion motion was made by Trustee Alcumbrac, seconded by Trustee Kleindienst to approve the Building Lease Agreement as edited. Motion carried, vote 5-0 Alcumbrac, Kleindienst, Mallotto, Pepper and Pye.

c. **Review for Discussion and Approval Loan & Promissory Note – Pet Memorial Park Cemetery** District Manager Jurasky reviewed the edits to the original Loan & Promissory Note and explained why they were done. Following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Mallotto. Motion carried, roll call 5-0 Alcumbrac, Kleindienst, Mallotto, Pepper and Pye.

**6. ADMINISTRATIVE CALENDAR – Continued**

**d. Review for Discussion and Approval – Trustee Annual Year-End Meeting Luncheon** Following a discussion motion was made by Trustee Alcumbrac, seconded by Trustee Kleindienst to approve scheduling the Trustee Annual Year-End Meeting Luncheon for 11:00 A.M board meeting and 11:30 A.M. luncheon. Thursday, December 8, 2016 at Spencer’s Restaurant. District Manager Jurasky was directed to handle the scheduling with the restaurant and invitations to Neal Wilson, Steve Quintanilla, Q&A Law Firm and select Q&A staff. Motion carried, roll call 5-0. Alcumbrac, Kleindienst, Mallotto, Pepper and Pye.

**e. Ramon Road Entry/Exit Remodel - Update** District Manager Jurasky reported that the project is ready for the bidding process.

**7. LEGISLATIVE – None**

**8. BOARD DEVELOPMENT a. Green Burials**

**9. PUBLIC HEARING CALENDAR – None**

**10. COMMITTEES – None**

**11. REPORTS a. Trustee Report – None**

**b. District Manager Report**

**1. Dia de los Muertos~Day of the Dead Celebration October 29, 2016** District Manager Jurasky reported that although attendance was lower than last year the entertainment, student artwork far exceeded all past events. She stated that she was pleased with the overall event, and said that comments from attendees she spoke with were very positive.

**2. Regional Access Project - How to Grow Your Non-Profit Online** District Manager Jurasky reported that she had attended this free workshop which was held at the UCR Palm Desert Campus. She stated that it covered how to tell “Your Story in 3 Minutes”, “Making Videos on Your Phone”, “Free Website Design” and “Social Media Power”. She further stated the presentations were very informative and provided useful material.

**3. District Manager Jurasky Activities and Community Outreach** District Manager Jurasky presented the Board with a spreadsheet of her activities from October 18, 2016 – November 9, 2016. She reviewed the item listed and explained what took place at each event.

**12. FUTURE AGENDA ITEMS a. Discussion in 2017/2018 Possible Cap on PSCD Monthly Employer Contribution for Employee Health Insurance Premiums No action taken**

**b. Postcard Survey Mailing to the Community to Determine Pre-Planning Needs** No action taken

**c. Strategic Planning Study Session** No action taken

**d. Marketing** No action taken

**e. Brown Act Presentation – Steven Quintanilla, Attorney** No action taken

13. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE – None

14. CLOSED SESSION ANNOUNCEMENTS – None

15. ADJOURNMENT Meeting was adjourned by Trustee Pye at 2:49 P.M. The next special board meeting is scheduled for 11:00 A.M., Thursday, December 8, 2016.

DATE: Dec 8, 2016 ~~13~~ *WJK*

*William Kleindienst*  
William Kleindienst, Secretary