

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

DATE: November 9, 2017
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**

District Manager Jurasky reported that Trustee Pepper informed her that he is unable to attend today's meeting due to work commitments. Motion was made by Trustee Pye, seconded by Trustee Mallotto to excuse Trustee Pepper. Motion carried, vote 4-0 Alcumbrac, Kleindienst, Mallotto and Pye.

Present: Jan Pye, Chairperson
William G. Kleindienst, Secretary
Lynn T. Mallotto, Treasurer
Jane Alcumbrac, Member

Also Present: Kathleen Jurasky, District Manager
Steven Quintanilla, Quintanilla & Associates

Excused: Lenny Pepper, Vice Chairperson

3. **PUBLIC COMMENTS** – None

Trustee Pye stated that she would prefer to have Trustee Pepper in attendance when items on Closed Session are addressed. Following a discussion motion was made by Trustee Alcumbrac, seconded by Trustee Mallotto to move Closed Session items to the January 11, 2018 board meeting agenda. Motion carried; vote 4-0 Alcumbrac, Kleindienst, Mallotto and Pye.

4. **CONFIRMATION OF AGENDA** Motion was made by Trustee Alcumbrac, seconded by Trustee Mallotto to approve the Agenda without Closed Session. Motion carried; vote 4-0 Alcumbrac, Kleindienst, Mallotto and Pye.

5. **CONSENT CALENDAR** Motion was made by Trustee Kleindienst, seconded by Trustee Alcumbrac to approve the Consent Calendar as presented. Motion carried, roll call 4-0 Alcumbrac, Kleindienst, Mallotto and Pye.

6. **ADMINISTRATIVE CALENDAR** a. **District Investment General Overview & Update and Signing of Forms for Transition to L.P.L. Financial – Neal Wilson, C & N Financial** Neal Wilson reported that the transition to L.P.L. Financial in San Diego, CA will be completed November 30, 2017. He stated that due to his relationship with his current bond trader he plans to have all funds fully vested before November 30, 2017. He further reported that Vanguard Funds Money Market account is currently paying 1.2%.

Following a discussion and the signing of transition documents by the Board, the investment report was received and filed. He stated that he would be contacting Trustee Pepper to obtain his signature.

6. ADMINISTRATIVE CALENDAR - Continued

b. Review for Discussion and Approval – Trustee Annual Year-End Meeting Luncheon Following a discussion motion was made by Trustee Pye, seconded by Trustee Mallotto to approve scheduling the Trustee Annual Year-End Meeting Luncheon for 11:30 A.M board meeting and 12:30 P.M. luncheon. Thursday, December 14, 2017 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 4-0. Alcumbrac, Kleindienst, Mallotto and Pye.

7. LEGISLATIVE a. Resolution 10-2017, 2018-2018 Budget Allocation Transfer Following a discussion motion was made by Trustee Mallotto, seconded by Trustee Kleindienst to approve Resolution 10-2017, 2017-2018 Budget Allocation transferring \$30,000.00 to the General Fund. Motion carried, roll call 5-0, Alcumbrac, Kleindienst, Mallotto and Pye.

b. Resolution 11-2017, Adoption of an Electronic Data Policy Following a review, discussion and explanations by attorney Quintanilla, motion was made by Trustee Pye, seconded by Trustee Mallotto to approve Resolution 11-2017, Adoption of an Electronic Data Policy. Motion carried, roll call 4-0, Alcumbrac, Kleindienst, Mallotto and Pye.

8. TRUSTEE SIGNATURES

9. BOARD DEVELOPMENT – None

10. PUBLIC HEARING CALENDAR – None

11. COMMITTEES – None

12. REPORTS a. Trustee Report –Trustee Mallotto said that her goddaughter, Jilly Rizzo's granddaughter got married this past weekend and they held a small ceremony at Jilly's gravesite so that she could place her bridal bouquet his grave. Trustee Mallotto stated that without prompting her goddaughter said that this would be a great place for a wedding. Trustee Mallotto said she shared this because after the pet cemetery kick-off party the Board had discussed outside events being held at DMP.

b. District Manager Report

1. Dia de los Muertos-Day of the Dead District Manager Jurasky reported that the event was a day of family fun; amazing artwork from the students and everyone seemed to be enjoying themselves. She stated that the face painters from Agape Salon want to return next year, and the owner wants to get other salons to participate.

She reported that there is a possibility that the event may shift partnership from The Well in the Desert to the Cathedral City Boys & Girls Club.

She also reported that there was an altar in honor of Supervisor Roy Wilson, and his wife Aurora who was moved to tears was there to receive an award in his memory. Also in attendance was Supervisor Manuel Perez, who spoke briefly, and the Cathedral City Council and City Manager.

District Manger Jurasky stated that it had been brought to her attention that she had been neglecting to properly acknowledge the PSCD Board's role in the vision, support and formation of the pet cemetery. She said that she had no idea of her neglect, and that it was not intentional and going forward it would never happen again.

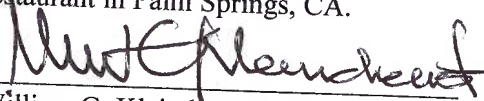
- 13. FUTURE AGENDA ITEMS**
- a. **Discussion in 2018/2019 Possible Cap on PSCD Monthly Employer Contribution for Employee Health Insurance Premiums** No action taken
 - b. **Postcard Survey Mailing to the Community to Determine Pre-Planning Needs** No action taken
 - c. **Strategic Planning Study Session** No action taken
 - d. **Marketing** No action taken

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

15. CLOSED SESSION ANNOUNCEMENTS – None

16. ADJOURNMENT Meeting was adjourned by Trustee Pye at 2:53 P.M. The next board meeting is scheduled for 11:30 A.M., Thursday, December 14, 2017 at Spencer's Restaurant in Palm Springs, CA.

DATE: 12-14-17



William G. Kleindienst, Secretary