

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

**DATE:** January 11, 2018

**TIME:** 2:00 P.M.

**PLACE:** 31-705 Da Vall Drive, Cathedral City, California 92234

1. **CALL TO ORDER** The meeting was called to order by Chairperson Pye at 2:01 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 Alcumbrac 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

4. **CONFIRMATION OF AGENDA** Trustee Pye requested that the closed session items be pulled from the agenda. She asked that a special meeting be scheduled to address the items when all Trustees are present. Motion was made by Trustee Kleindienst, seconded by Trustee Mallotto to approve the Agenda as amended with closed session removed. Motion carried; vote 4-0 Alcumbrac, Kleindienst, Mallotto and Pye.

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

6. **ADMINISTRATIVE CALENDAR** a. **Rob Dennis, RT Dennis Accountancy – Annual Audit Report**  
District Manager Jurasky reported that Mr. Dennis was unable to attend. This item deferred to the February 8, 2018 Board meeting.

b. **District Investment General Overview – Neal Wilson, C & N Financial** Neal Wilson reported that the transition paperwork to L.P.L Financial is not ready due to system glitches. He stated that the glitches do not in any way affect the District's portfolios and all invested funds have been safely deposited with L.P.L Financial.

Neal stated that he was going to have the paperwork signed by Trustee using DocuSign via e-mail; however this is not possible due to five signatures needed. He stated that he will have paperwork for Trustee signatures at the February board meeting.

Neal explained what inverted yield curve means, and gave an example of one. Following a discussion the investment report was received and filed.

**6. ADMINISTRATIVE CALENDAR - Continued**

**c. CAPC Annual Conference – February 22-24, 2018, San Luis Obispo, CA** Following a discussion motion was made Trustee Pye, seconded by Trustee Alcumbrac to approve Trustees, District Manager Jurasky and select staff attending the CAPC Annual Conference. Motion is to include all necessary expenses. Motion carried roll call 4-0, Alcumbrac, Kleindienst, Mallotto and Pye.

District Manager Jurasky reported that she is up for re-election at the conference to the Board of Directors. She stated that with the Pet Memorial Park Cemetery, PSUSD Foundation Board, CAPC Board and her job with the PSCD there is a lot of responsibilities on her plated. She further stated that if re-elected after the 2-year term she may not seek re-election, or she may decide to resign from the PSUSD Foundation Board.

**d. Well in the Desert Visionary Awards Luncheon – Friday, March 30, 2018** District Manager Jurasky reported she received a call from Arlene Rosenthal, Executive Director for Well in the Desert stating that the Well wants to recognize and thank District Manager Jurasky and the District for over \$50,000.00 in cash raised from the Day of the Dead event that was donated to the Well in the Desert. Following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Alcumbrac to approve Trustees, District Manager Jurasky and staff attending. District Manager Jurasky was directed to purchase a table of ten for the luncheon in amount of \$1,000.00. Motion carried roll call 4-0, Alcumbrac, Kleindienst, Mallotto and Pye.

**7. LEGISLATIVE a. Resolution 1-2018, Requesting the Withdrawal of Funds for the Purpose of Investment Only Outside the County Treasury** Following a discussion motion was made by Trustee Mallotto, seconded by Trustee Alcumbrac to approve Resolution 1-2018 transferring \$275,000 from ACO Fund 51275, \$830,000 from PN Fund 51265, \$1,180,000 from EDC Restricted Fund 51260 and \$140,000 EDC Unrestricted Interest Funds 51260 for investment with L.P.L. Financial, Neal Wilson, Financial Advisor. . Motion carried, roll call 4-0, Alcumbrac, Kleindienst, Mallotto and Pye.

**b. Resolution 2-2018, Transfer Interment Rights & Costs from PN to ACO & GF** Motion was made by Trustee Kleindienst, seconded by Trustee Alcumbrac to approve Resolution 2-2018 transferring \$14,449.17 from PreNeed Fund, 51265 to the General Fund, 51270 and \$4,000.00 from PreNeed Fund, 51265 to Accumulative Capital Fund, 51275. Motion carried, roll call 4-0, Alcumbrac, Kleindienst, Mallotto and Pye.

**c. Resolution 3-2018, Adopting a Trustees Compensation, Expense and Reimbursement Policy** Attorney Quintanilla reviewed the policy with the Board. Following a discussion motion was made by Trustee Kleindienst, seconded Mallotto to approve Resolution 3-2018. 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 Pye discussed the prior request from S. Lutker to place solar lights on grave sites. Following a discussion the Board agreed to place this item on a future agenda and invite Ms. Lutker to attend.

**b. District Manager Report** – None

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. **OPEN SESSION** a. **District Manager Employment Agreement, Salary Compensation and Other Terms**  
No action taken

17. **ADJOURNMENT** Meeting was adjourned by Trustee Pye at 2:48 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, February 8, 2018.

DATE: \_\_\_\_\_

2/8/18



William G. Kleindienst, Secretary