

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

**DATE:** November 8, 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 2:00 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 Malotto to excuse Trustee Pepper. Motion carried, vote 4-0 Alcumbrac, Kleindienst, Malotto and Pye.

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

Also Present: Kathleen Jurasky, District Manager

Excused: Lenny Pepper, Vice Chairperson

3. **PUBLIC COMMENTS** – None

4. **CONFIRMATION OF AGENDA** Motion was made by Trustee Kleindienst, seconded by Trustee Malotto to approve the Agenda as presented. Motion carried; vote 4-0 Alcumbrac, Kleindienst, Malotto and Pye.

5. **CONSENT CALENDAR** Trustee Pye stated that she would like to pull item 5b for discussion. Motion was made by Trustee Kleindienst, seconded by Trustee Malotto to approve items 5a and 5c on the Consent Calendar. Motion carried, roll call 4-0 Alcumbrac, Kleindienst Malotto and Pye.

Trustee Pye stated that check #22221 for Quintanilla & Associates was for June legal fees. She said that Quintanilla needs to get caught up on their billing. Following a discussion, the Board agreed, and District Manager was directed to contact attorney Steve Quintanilla and request the billings be made current.

She also wanted to know why the District paid out \$575.00 check #22234 for Art in Public Places for Day of the Dead. District Manager Jurasky explained that Cathedral City Art in Public Places donated \$575.00 to Day of the Dead for the student art contest and the check was made payable to PSCD. She further stated that this was not an expense to the District.

Trustee Pye also asked about the expense of \$95.88 on October 15, 2018 to GoDaddy for the Pet Cemetery. District Manager Jurasky explained that the account was set-up before the Pet Cemetery had a credit card and this expense is note under item 5b as an amount due to PSCD and will deducted from the next loan disbursement.

Following the explanations motion was made by Trustee Pye, seconded by Trustee Kleindienst to approve item 5b. Motion carried, roll call 4-0 Alcumbrac, Kleindienst Malotto and Pye.

**6. ADMINISTRATIVE CALENDAR a. District Investment General Overview – Neal Wilson, C & N Financial**  
Neal Wilson presented the investment reports, reviewed the listing of holdings, their amounts at the beginning and what has been added to the accounts. He also reviewed and explained the rate of returns, market values, market fluctuations and interest and dividend of the portfolio investments. Following a discussion, the reports were received and filed.

**b. Review for Discussion and Approval Numbers of Signers for the Investment Accounts** Following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Mallotto to approve Trustees Pye, Mallotto and Kleindienst as the signers for the District investment accounts. Motion carried, roll call 4-0 Alcumbrac, Kleindienst Mallotto and Pye.

**c. Review for Discussion and Approval – Trustee Annual Year-End Meeting Luncheon** Following a discussion motion was made by Trustee Kleindienst, 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 13, 2018 at Spencer's Restaurant. District Manager Jurasky was directed to handle the scheduling with the restaurant and invitations to Neal Wilson, and Steve Quintanilla, Q&A Law Firm. District Manager Jurasky was directed to contact Trustee Pepper and inform him of the date, time and location. Motion carried, roll call 4-0. Alcumbrac, Kleindienst, Mallotto and Pye.

**e. Review for Discussion and Approval – Trustees Alcumbrac and Pepper Farewell Luncheon or Dinner**  
Trustee Pye stated that Trustee Alcumbrac was going to speak on behalf of both her and Trustee Pepper. Trustee Alcumbrac stated She and Trustee Pepper had discussed this and that in light of what was done for them on their 20<sup>th</sup> anniversary they have decided to forgo a special farewell. She further stated that is was very special, they both felt honored, appreciated, and they just want to attend the final board meeting have a good time and say the farewells.

**f. Discussion and Possible Approval Solar Lights – Update** District Manager Jurasky reported that Lowes and Home Depot had been contacted and neither of them have a solar lights disposal program. They only have programs for the disposal of light bulbs and Christmas lights. She further reported that she had received an answer from the District's insurance carrier SDRMA regarding liability if PSCD approved a policy allowing the solar lights, and a Friends of PSCD/DMP was formed to dispose of them once removed by grounds crew.

She reported that SDRMA stated in allowing this accommodation to current District policy, the private group is not an agent or volunteer for the District for the purposes of Liability or Workers Compensation coverage.

If a policy is implemented this accommodation request will be monitored by District staff and the failure of the private group to remove and safely dispose of the solar lights from District property could result in the suspension of the memorial Light Program.

District Manager Jurasky was directed to contact Sheila Lutzker and find out if she would be willing to head-up a group of families to take the solar lights for proper disposal, and that there is an understanding of and in agreement with a solar light policy.

**7. LEGISLATIVE CALENDAR** – None

**8. TRUSTEE SIGNATURES** Trustee signatures were completed

9. **BOARD DEVELOPMENT** – None

10. **PUBLIC HEARING CALENDAR** – None

11. **COMMITTEES** – None

12. **REPORTS** a. **Trustee Report** – Trustee Pye reported that District Manager Jurasky’s evaluation went well and District Manager Jurasky felt this evaluation was one which gave her clearer future directions, and she is looking forward to the strategic planning study session.

b. **District Manager Report** – None

13. **FUTURE AGENDA ITEMS** a. **Discussion in 2019/2020 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** Following a discussion the Board agreed to have the study session in January 2019 or February 2019 after the new Board members have been appointed, and due to Trustees Alcumbrac and Pepper knowledge, experience and expertise take part and give their input in forming the strategic plan. Trustee Alcumbrac agreed and felt that Trustee Pepper would be in agreement as well.

d. **Marketing** No action taken

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

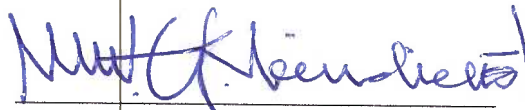
15. **CLOSED SESSION ANNOUNCEMENT**– None

16. **OPEN SESSION**

17. **ADJOURNMENT** Meeting was adjourned to 2:55 P.M. by Trustee Pye at 3:24 P.M. The next board meeting is scheduled for 11:30 A.M., Thursday, December 13, 2018 at Spencer’s Restaurant in Palm Springs, CA.

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

12-13-18



William G. Kleindienst, Secretary