

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

**DATE:** February 13, 2014

**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  
George Stettler, Treasurer  
John Lea, Secretary  
Jane Alcumbrac, Member

Also Present: Kathleen Jurasky, District Manager  
Steven Quintanilla, Green, de Bortnowsky & Quintanilla

3. **PUBLIC COMMENTS** -- None

4. **CONFIRMATION OF AGENDA** Motion was made by Trustee Pepper, seconded by Trustee Lea to approve the Agenda as presented. Motion carried, vote 5-0.

5. **CONSENT CALENDAR** Motion was made by Trustee Stettler, seconded by Trustee Pepper to approve the Consent Calendar as presented. Motion carried, roll call 5-0.

6. **ADMINISTRATIVE CALENDAR** - a. **District Investment Sub-Committee Meeting – Report Trustees Pepper & Stettler** Trustee Stettler reported on the meeting the he and Trustee Pepper had with Neal Wilson, C & N Financial. He stated that Neal would give a detailed report on their meeting and discuss investment options.

b. **District Investment General Overview & Update – Neal Wilson, C & N Financial** Neal Wilson presented the Board with a personalized investment proposal which he reviewed in detail. After the presentation Neal informed the Board that he would be joining the Palm Springs branch of Union Bank as Vice President of Investments. Following a discussion motion was made by Trustee Pepper, seconded by Trustee Alcumbrac to approve moving the District's investment from National Planning to Union Bank, and keeping Neal Wilson as the District's investment agent. The motion was also to include keeping the District's current investment policy. Motion carried, roll call 5-0.

Following a discussion motion was made by Trustee Pye, seconded by Trustee Stettler authorizing Trustees Pepper and Stettler as the investment sub-committee to sign any needed transfer forms and/or resolution on behalf of the District. Motion carried, vote 5-0.

c. **Review for Discussion and Approval Changes to District Investment Policy** - No action taken

**d. Mid-Year 2013-2014 Budget Review – Report Trustee Stettler** Trustee Stettler reported on the meeting that he and District Manager Jurasky had to do a mid-year review of the 2013-2014 budget. Following a discussion Trustee Stettler made a recommendation that the District consider preparing a 2-year budget. Trustee Stettler and District Manger Jurasky were directed to meet for the purpose of preparing a 2-year budget for 2014-2015 & 2015-2016.

Trustee Pye asked attorney Quintanilla if the District was required by law to go out to bid for an investment agent after a specified time frame similar to the requirements for an auditor. Attorney Quintanilla stated that he knows of no legal requirements.

**e. Review for Discussion PSCD Service Scheduling Time – Request Rabbi Glenn Ettman, Temple Sinai** Following a discussion the Board voted unanimously to make no changes to the District’s current time schedule for interment services.

**f. Old Office & Apartment Buildings CC Fire Department Training Update** District Manager Jurasky reported that the CC Fire Department held rescue training in the old office on February 4, 6-7, 2014, and that they are planning a fire rescue in the old apartment the second week of March 2014. She stated that they wanted her to express their gratitude to the Board of Trustees for allowing them to use the buildings for training.

**7. LEGISLATIVE** - None

**8. BOARD DEVELOPMENT** a. **Investments - Health & Safety Code 9066 and Government Code 53601**

**9. PUBLIC HEARING CALENDAR** - None

**10. REPORTS** a. **Trustee Report** Trustees Lea reported that he will be on vacation and will not be able to attend the April and May board meetings.

Trustee Pye reported that the board terms of Trustees Alcumbrac and Pepper expire on August 31, 2014, and asked if they were interested in being reappointed. Both stated that they would like to be reappointed. Attorney Quintanilla informed the Board that new laws require the terms are to start effective January 1, and to make sure any reappointment reflect the change. District Manager Jurasky stated that she would make sure the change to January 1 was requested at the time of appointment and/or reappointments of Trustees.

**b. Manager Report** - District Manager Jurasky informed the Board of an error made by J. Burnett, Administrative Assistant and reported that she has been placed on a 6-month probationary period with a review at the end.

**11. FUTURE AGENDA ITEMS** a. **Discussion in 2014/2015 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

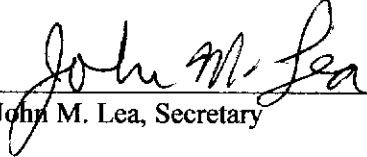
**d. Review Investment Policy of the Palm Springs Cemetery District** No action taken

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

13. **CLOSED SESSION ANNOUNCEMENTS** – None

14. **ADJOURNMENT** Meeting was adjourned by Trustee Pye at 3:24 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, March 13, 2014.

DATE: 3-13-14

  
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John M. Lea, Secretary