

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

DATE: December 8, 2011

TIME: 11:00 A.M.

PLACE: Spencer's Restaurant, 701 Baristo Road, Palm Springs, California

1. **CALL TO ORDER** The meeting was called to order by ChairpersonPye at 11:04 A.M.

2. **ROLL CALL** Present: Jan Pye, Chair
Lenny Pepper, Vice Chair
George Stettler, Treasurer
John Lea, Secretary

Also Present: Kathleen Jurasky, District Manager

Trustee Alcumbrac is running late due to traffic.

3. **PUBLIC COMMENTS** - None

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

5. **CONSENT CALENDAR** Motion was made by Trustee Pepper, seconded by Trustee Lea to approve the Consent Calendar as presented. Motion carried, roll call 40.

Trustee Pye requested that item 6a be moved to follow 6d to allow time for Trustee Alcumbrac to arrive.

6. **ADMINISTRATIVE CALENDAR** Item 6a moved to follow item 6d

b. Employee Performance Appreciation Bonuses District Manager Jurasky reported that she had included bonuses for the same amounts as 2010-2011 for staff in the 2011-2012 Budget. The bonuses are as follows: \$1,500.00 for Grounds Supervisor Madrigal, \$600.00 for Grounds man Reyna and \$400.00 each for Administrative Assistant Burnett and Office Accountant Clark.

c. PSCD New Office Building/Public Restrooms Update District Manager Jurasky reported that a survey of the Da Vall Drive and Ramon Road was being done by Sanborn A/E for easement and set-back dedications required by the city of Cathedral City.

Trustee Alcumbrac arrived

d. Review for Discussion and Approval Grant Proposal Elizabeth Versace, Grant Factory
Following a discussion this agenda item is to be deferred until after construction of the new administration building is complete.

a. Election of Officers Following a discussion motion was made by Trustee Pepper, seconded by Trustee Lea to approve the re-election of the current officers for the year 2012. Motion carried, vote 5-0.

Motion was made by Trustee Pepper, seconded by Trustee Pye to continue with the same sub-committee assignments for 2012. Motion carried, vote 5-0.

7. **LEGISLATIVE** - None

8. **BOARD DISCUSSION** - None

9. **PUBLIC HEARING CALENDAR** – None

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

b. **Manager Report**– None

11. **FUTURE AGENDA ITEMS** a. **Discussion in 2012/2013 Possible Cap on PSCD Monthly Employer Contribution for Employee Health Insurance Premiums** No action taken

b. **Postcard Survey Mailing to the Community to Determine PrePlanning Needs** No action taken

c. **Strategic Planning Study Session January 2012 – Elizabeth Versace, Grant Factory- Facilitator**
No action taken

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

13. **CLOSED SESSION ANNOUNCEMENTS** - None

14. **ADJOURNMENT** Meeting was adjourned at 11:35 A.M. The regular board meeting is scheduled for 2:00 P.M., Thursday, January 12, 2012.

DATE: 1-12-12



John M. Lea, Secretary