

Pomerado Cemetery District

A Special District of the State of California

Dearborn Memorial Park

14361 Tierra Bonita Road, Poway, CA 92064

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Website: www.dearborncemetery.com

General Manager

Carrie Perryman

Board of Trustees

James Lyon, President

Robert Thomas, Vice President

Denise Polito, Secretary

MINUTES

Regular Board Meeting

June 24, 2020

1. Call to order / Roll Call

The regular meeting of the Board of Trustees of the Pomerado Cemetery District took place at the District office.

Board President, James Lyon called the meeting to order at 3:03 p.m.

Attendance

Members Present: Board President, Jim Lyon, Board Vice President and Robert Thomas
Board Secretary, Denise Polito.

Members Absent: None

District Staff Present: General Manager, Carrie Perryman

Public Oral:

Guest(s): None

Correspondence: None

2. Approve Agenda as posted or as amended.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the agenda as presented” Board Vice President, Robert Thomas, seconded the motion. Motion carried unanimously.

3. Minutes

The Board read the minutes of the meeting dated May 27, 2020.

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To approve the meeting minutes of May 27, 2020 as presented.” Board Secretary, Denise Polito seconded the motion. Motion carried unanimously.

1 **4. Minutes**

2 The Board read the minutes of the budget meeting dated June 17, 2020.

3 **Board Action: MOTION** – Board Secretary, Denise Polito moved, “To approve the budget meeting minutes of
4 June 17, 2020 as presented.” Board Vice President, Robert Thomas, seconded the motion. Motion carried
5 unanimously.

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7 **5. Trustee Comments and Reports**

8 Trustee Robert Thomas reported he did not participate in the Zoom LAFCO Advisory Committee meeting for
9 June 2020.

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12 **CONTINUED BUSINESS**

13 **1. Project Updates**

- 14 • Front Entry

15 It was reported the *Sign Permit Application* and *Encroachment Removal Agreement Application* was
16 submitted to the City of Poway on June 18, 2020.

17 There was discussion about the Gazebo area and the number of niches currently available.

18 It was the consensus of the board to contract with RJM Design Group to design a new Gazebo/Staging area that
19 could be repeated throughout the cemetery and continue the theme of our Master Plan.

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21 **NEW BUSINESS**

22 **1. 2020/21 Budget**

23 **The following motions were made for Fiscal Year 2020/21.**

24 **Board Action: MOTION** – Board Secretary, Denise Polito moved, “To approve a 3% increase to fees for
25 the 2020/21 Fiscal Year”. Board Vice President, Robert Thomas, seconded the motion. Motion carried
26 unanimously.

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28 **Board Action: MOTION** – Board Vice President, Robert Thomas moved, “To approve a 5% increase to
29 salaries for the 2020/21 Fiscal Year.” Board Secretary, Denise Polito seconded the motion. Motion carried
30 unanimously.

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32 **Board Action: MOTION** – Board Secretary, Denise Polito moved, “To adopt the Budget for the 2020/21
33 Fiscal Year in the amount of \$3,191,490.00”. Board Vice President, Robert Thomas, seconded the motion.
34 Motion carried unanimously.

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37 **CEMETERY OPERATIONS**

38 **1. COVID-19/Corona Virus**

39 Carrie provided an update on the effects of COVID-19 on cemetery operations.

40 **2. Personnel**

41 Carrie reported Administrative Assistant Diana Sisson remains on disability leave.

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BUSINESS REPORT

1. Financial and Interment Report for May 2020.

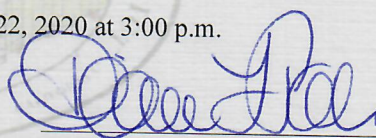
- Deposit Permit: Total Revenue for May 2020 **\$27,690.30**-. The funds were disbursed as follows:
 - San Diego County Treasury:
 - Capital Outlay \$ 1,000.00
 - General Fund \$ 17,920.30
 - Endowment \$ 4,475.00 a public trust fund with Stifel, Nicolaus & Company.
 - Pre-Need Income \$4,295.00 to Wells Fargo Bank.
- Warrant for July 2020 was signed in the amount of \$ **95,000.00**
- Interments for May - 3

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To approve the financial and interment reports as presented; and the deposit permit for May 2020 to the San Diego County Treasury and Wells Fargo Bank.” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously

ADJOURNMENT

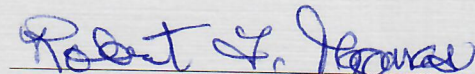
1. Next Scheduled Board Meeting

The next regular board meeting is scheduled for Wednesday, July 22, 2020 at 3:00 p.m.
Meeting Adjourned at 4:30 pm



 Denise Polito/Board Secretary

Date: 7-22-2020



 Robert Thomas /Board Vice President

I certify that a quorum was present. I hereby certify that the foregoing is a true and correct copy of the Board of Trustees Meeting held Wednesday, June 24, 2020.