

KELSEY CEMETERY DISTRICT

REGULAR MEETING MINUTES

Kelsey Cemetery District

Tuesday, December 3 2024, 9:00 am

Old Kelsey Schoolhouse, 6440 Garden Valley Road, Garden Valley CA 95633

Trustees: present: Brian Larson, Cindy Brown, Bob Villalobos and Tami Thomas

Absent: Dale Lusby

Guests: Ray LeVitt and Sylvia Coleman

- 1) Call to Order and adoption of the agenda 9:07 a.m.
- 2) Approval of the minutes for July meeting, as Bob motioned, Cindy 2nd, all in favor.
- 3) Reports: Estimated report from Treasurer
 - a. Treasurer: Endowment Fund: Beginning \$24,748.88, ending \$24,823.34
General Fund – Remaining in 2021-2022 budget: \$2,147.18
Balance on all accounts. $\$24,823.34 + \$2,147.18 = \$26,970.52$

Deposits posted

Total	\$ 0000.00
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Anticipated expenditures

Rent for meeting	\$ 20.00
Map for shed	\$ 686.40
PCA	\$ 100.00

Total	\$ 986.40
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Expenditures since last meeting

Rent	\$ 20.00
Maintenance	\$ 670.00

Total	\$ 670.00
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Approval of treasurer report pending county update, THIS IS AN ESTIMATED REPORT
PENDING FURTHER UPDATES, Tami motioned Cindy 2nd, All in favor

b. Chair: no report

c. Co-Chair: No update

d. Media:

1. Website; Updated fees still need to be listed.

a. Sylvia Coleman is still working on website

2. Facebook: Tami will separate her personal Facebook account and create the KCD independent account.

e. Facility:

- a. Cedar Tree by shed removal
- b. fix fence, Tami reached out to a fence pace and they are unable to help at this time.

4) Correspondence Received and sent:

- a. PCA
- b. Special district magazine
- c. SPCA Conference

5) Old Business:

- a. Policies and Procedures manual; Cindy will draft policy for burying pets, may need to be in a container. Review plot and policy procedures.
- b. Update on old plot transfers, reserved plots and resultant endowment fees Ray will include this exercise in training Brian on the use of Cemetery CemSafe database
- c. Ray needs a list of training desired by Trustees. Ray is training Brian on find a grave.
- d. PCA Friday's training in July is on reclaiming unused graves. Bob will check in with the Rotary Club on reroofing.
- e. Latrobe Grant-. There is about \$2,977 remaining for the shed roof, curbing repairs and map for side of shed. El Dorado Press in Cameron Park (have vender number) produced the map for us. Cost came in at about \$70 so there will be some Grant money left. The approved projects included repairing and cleaning grave sites.
- f. Update on Schoolhouse remodel- KCA Fire resistant siding has been delivered and will be installed in cooler weather
- g. Brian has Trained on the Cemsafe system. Ray will do some last minute cleanup and pass the laptop to Brian. Suggest transferring the Google voice phone number to him also.
- h. Trustee info updates for El Dorado County Clerk and signature authority with auditor.
- i. Switch to bi monthly meetings

6. New Business:

- a. Donna Hardy passed. She was buried on December 6 (Tami was present, will need to look up plot number as I moved into a new phone and lost my notes) Dario and Brian also present.
- b. Agenda preparation (Brian)
- c. Spurge plots and coping need to be reviewed and map updated for available plots surrounding them as the coping extended into other plot areas.

Good of the order 10:28 am

Next meeting

Tuesday, Jan. 28, 2025@ 9 am

Submitted by Tamara Thomas