Chester Cemetery District

Board of Directors Meeting Minutes

August 13, 2019 at 1:00pm

Chester Cemetery District Office

1400 Hwy 36, Chester, CA 96020

1. **Call to Order** at 1301 hrs. Present are Barbara Scally, Joann, Rick Thompson, Fred Biscotti and Karen Lichti.
2. **Public Comment –** None
3. **Minutes of July Meeting -**  Motion was made and seconded to accept the July Minutes as presented. Motion passed unanimously.
4. **Treasurer’s Report for July -**  After some discussion motion was made and seconded to accept the July Treasurer’s report as presented. Motion passed unanimously.
5. **Manager’s Report -** The July Manager’s report was verbal this month. Fred said there were 4 cremation burials in July.
6. **Communications/Correspondence -** Sent the letter to Hospice about the labyrinth. We have to move it to the north side of the back yard.

Received a bid from Mary Cheek, CPA to do our audit. She was going to charge $6500.00. Sent a reply back that we had engaged someone else.

Worked on a Salary and Benefits survey from CSDA and sent it in.

The audit is now scheduled for October 25, 2019.

The annual training put on by the CAPC will be in October 10-12 in Ventura.

1. **Old Business –**
2. Policy Manual – After some discussion, this topic was tabled until the next meeting.
3. Ethics meeting in Quincy August 21st. Meet here at 11:00am
4. **New Business –**
5. Motion was made and seconded to put 2 “Take One” holders up by the entrance to the Cemetery and one by the Office door and put copies of the Cemetery rules in them. Motion passed unanimously.
6. **Adjournment –** Motion was and seconded to adjourn. Motion passed unanimously at 1339 hours.

Next regularly scheduled meeting is Tuesday November 12, 2019 at 1:00pm.