

KELSEY CEMETERY DISTRICT

REGULAR MEETING MINUTES

Tuesday, January 24 2:00 PM

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

Trustees: present: Ray LeVitt, Bob Villalobos, Tami Thomas and Dale Lusby

Guest: Duke Lusby

Absent: Cindy Brown

- 1) Call to Order and adoption of the agenda 2:03 p.m. by acting Chairman Ray LeVitt
- 2) Approval of the minutes for the Dec. 5, 2022 meeting moved by Villalobos & 2nd by LeVitt approved.
- 3) Reports:
 - a. Treasurer: Endowment Fund: Beginning \$22,990.12, Ending \$23,008.12
 General Fund – Remaining in 2021-2022 budget: \$6,386.32
 Balance on all accounts. $\$23,008.12 + \$6,386.32 = \$29,394.44$

Deposits posted	Property tax	\$ 1,170.23
	Donations	\$ 50.00
	<u>Sales & fees</u>	<u>\$ 1,400.00</u>
Total		\$ 2,575.23

Anticipated expenditures	Rent for meeting	\$ 20.00
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Expenditures since last meeting	Rent	\$ 20.00
	PCA Membership	\$ 100.00
	<u>Special Districts Membership</u>	<u>\$ 50.00</u>
Total		\$ 170.00

Approval of treasurer report pending county update, Moved by LeVitt 2nd by Lusby, Approved

b. Chair: vacant

c. Co-Chair Ray LeVitt: Welcome reappointed trustee's Dale Lusby and Tami Thomas

d. Media:

1. Website; Updated fees not yet listed. Working with Sylvia Coleman to make changes.
2. Facebook: A few views and likes

e. Facility: Trustee Lusby will enlist Growlersburg to clean up storm debris and trim tree branches. Search will continue to find the firm with County vendor number to remove dead trees; Twig and small branch cleanup and burn day February 19th at 10 AM

- f. County Cemetery: Wed at 3:00 pm Building A conference room D 1-25-23. Also via zoom
- 4) Correspondence Received and sent:
 - a. Training advertising from GSRMA regarding contractors
 - 5) Old Business:
 - a. Monument: expected install to be June 2023.
 - b. Discussion of alternate plans for raising needed funds: Tabled
 - c. Policies and Procedures: Review of documents and state statutes. Staggering Trustee renewal years. Ours are staggered by 3 months and should be two years. (see item (c) under new business)
 - d. Update on old plot transfers, tabled.
 - e. Description for the KCD on the county website: LeVitt still working on changing
 - f. One Way sign – Lusby has obtained sign and will install it.
 - g. Latrobe fund: monument under construction. Trustee Lusby will implement remodel as weather permits. Curb and headstone repair – Villalobos to borrow headstone lift from VFW in Placerville
 - h. Headstone has been placed on Charles and Karen Hughes' grave by Rhukala Monuments. Standby fee \$50 received by check for marking plot.
 - i. Update on schoolhouse remodel- co-Chair LeVitt gave an update on efforts by the Kelsey Community Association to preserve this building.
 6. New Business:
 - a. Newly Appointed trustees Thomas and Lusby sworn in. Cindy Brown absent.
 - b. Election of Officers for the 2023 Calendar year – Postponed until new Trustee Cindy Brown is in attendance in February.
 - c. Staggering Trustee appointments – California H&S Code Sections 9023 and 9024 dictate a separation of two years between appointments of Trustees, staggering the 4-year terms. The terms of Trustee Bob Villalobos and Ray LeVitt are due to expire on April 9th, 2023. To bring the District in compliance with State Statute, it is proposed that we request that the El Dorado County Board of Supervisors make appointments for these two Trustee positions to expire in 2025, two years hence, and thereafter make them four year appointments. Moved by LeVitt, seconded by Lusby, passed 4 ayes, 0 noes.
 - d. Due to time conflicts for Trustees Brown and Lusby, a motion was made to change the regular meeting time of the Kelsey Cemetery District Board of Trustees from 2:00 PM on the fourth Tuesday each month to 1 PM on the fourth Tuesday. Moved by LeVitt, Second by Lusby, Approved – 4 ayes, 0 noes. Board Secretary will make proper postings of the change.

Good of the order - Thank you Cindy and family for the delicious food
 Meeting adjourned at 2:32 pm
 Next meeting February 28, 2023
 Submitted by Tamara Thomas