



TWENTYNINE PALMS PUBLIC CEMETERY DISTRICT

Regular Meeting Minutes Tuesday, June 21, 2022

Call To Order:

1. The Board of Trustees Chairperson, Kevin Cole, called the Regular meeting of the Twentynine Palms Public Cemetery District to order at 5:29 PM on Tuesday, June 21, 2022. Board Members present at roll call were Vice-Chairperson JoAnn Larsen, Trustees Rebecca Rinkes, Meredith Plummer, and Francisco Romo.
2. All present stood and recited the pledge of allegiance.
3. Addition to the Agenda included a vote for the CSDA Board Candidate, Beverli Marshall.

Public Comments:

1. None

Consent Calendar:

- a. Minutes from May 17, 2022, Regular Meeting were emailed to the Board Members for review on June 16, 2022, for review. Motion to approve the minutes as presented by Meredith Plummer and seconded by Rebecca Rinkes. No discussion was requested, and the minutes were accepted and approved unanimously by all present, none opposed.

General Manager Reports:

1. Financial Overview to include month ending May 2022 US Bank Statements, Period 11 San Bernardino County SAP reports, and QuickBooks Pro summary.
2. The Treasurer's Deposit of \$ 8,391.31 for May 2022 was mailed on June 20, 2022, to San Bernardino County.
3. Discontinuing QuickBooks Live Bookkeeping service due to updated cost.
4. Cemetery Operations overview:
 - a. Memorial Day after Action Report
 - b. Historical Society Event: Night at the Museum, October 1, 2022. The Cemetery will participate in the ticketed event and will host participants in a cemetery "walk into the past" by highlighting certain residents in the cemetery, chosen by the Historical Society.
 - c. The Cemetery, in conjunction with Wiefels, will host a Veteran's Pre-Need Workshop in September.
Time/Date TBD

Action and Information Items:

1. Unfinished Business:
 - a. Twentynine Palms Public Cemetery District Policies Adoption: All Policies will be sent to our Attorney for review prior to adoption.
 - b. FY 2022.2023 Working Budget Review and Adoption:
 1. Discussion: The Finance Task Force has previously reviewed the proposed Budget for FY 2022.2023 and Trustee Meredith Plummer stated that the Budget is fiscally sound and conservative.
 2. Motion for Adoption: Meredith Plummer
 3. Seconded: Rebecca Rinkes
 4. All In Favor: Kevin Cole: Yes, JoAnn Larsen: Yes, Rebecca Rinkes: Yes, Meredith Plummer: Yes, Frank Romo: Yes.
 5. Nays: None
2. New Business:
 - a. None

Items for Future Agenda:

1. Policy Adoption after attorney review
2. Final FY 2021.2022 Year End Close

Cemetery Board and Employee Comments:

1. All Trustee had positive comments concerning the Memorial Day Event.

Announcements:

1. The June 21, 2022, Board of Trustee's Regular meeting Agenda sent via email to Z107.7 Radio Station and to the Desert Trail Newspaper on Tuesday, June 16, 2022.
2. The cemetery will be closed on Monday, July 4, 2022.

Closed Session:

1. None

Adjournment:

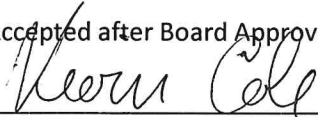
- a. Motion to Adjourn at 6:51 PM: Rebecca Rinkes
 1. Second: JoAnn Larsen
 2. All In Favor: Unanimous
- b. The next meeting of the Board of Trustees will take place on July 19, 2022, in the Community Room of the Cemetery at 5:30 PM.

Minutes submitted by:



Emily Helm, General Manager, Twentynine Palms Public Cemetery District

Accepted after Board Approval by:



Kevin Cole, Chairperson
Twentynine Palms Cemetery District Board of Trustees