



TWENTYNINE PALMS PUBLIC CEMETERY DISTRICT

Regular and Closed Session Meeting Minutes

Tuesday, October 24, 2023

Call To Order:

1. The Board of Trustees, called the Regular meeting of the Twentynine Palms Public Cemetery District to order at 4:32 PM on Tuesday, September 26, 2023. Board Members present at roll call were Chairperson Kevin Cole, Vice-Chairperson JoAnn Larsen, Trustees Rebecca Rinkes, Meredith Plummer, and Francisco Romo.
2. All present stood and recited the pledge of allegiance.
3. Notice of changes to Agenda items: None

Public Comments:

1. None

Consent Calendar:

1. The Meeting Minutes from the September 26, 2023, Regular Board of Trustees meeting was emailed to the Board members on Friday, October 20, 2023, for review. With no requested discussion, a motion to accept the September 26, 2023, minutes as presented was put forth by JoAnn Larsen and seconded by Rebecca Rinkes. All in Favor of accepting the Minutes as presented with (3) Ayes, JoAnne Larson, Rebecca Rinkes, and Frank Romo. Trustees Cole and Plummer abstained from voting due to being absent from that meeting.

General Manager Reports:

1. September 2023 Financial Overview:
 - a. All US Bank Statements, San Bernardino County Fund Statements (Pd 3 SAP Reports), and Treasurer's Deposit were presented. No questions were requested by the Board of Trustees.
2. Cemetery Operations Review:
 - a. Cemetery Staff Operations: No significant issues to report. All operations running smoothly.

Action and Information Items:

1. Unfinished Business: None
2. New Business: None

Items for Future Agenda:

1. Task Force Reports
2. San Bernardino County 457 (b) participation program.
3. Part Time Administrative Assistant position posting in April 2024

Cemetery Board and Employee Comments:

1. Kevin Cole: Note concerning consistency of continual weed removal aids in keeping weed removal costs at a minimum.
2. JoAnn Larsen noted the grounds cleanliness.
3. Frank Romo noted the grounds cleanliness and requested an account of when we would be moving forward with the irrigation.
4. Rebecca Rinkes: Cemetery looks good. Noted that the rose bushes should be pruned prior to January and that there is length of exposed pipe in garden.
5. Meredith Plummer: Please send reminder for November meeting concerning Maintenance gift card participation and that there will be no Board meeting in December due to the holidays.

Announcements:

1. October 24, 2023, Board of Trustee's Regular meeting Agenda was sent on Friday, October 20, 2023, via email to Z107.7 Radio Station and the Desert Trail Newspaper.
2. (3) Board of Trustees members expiration of term will take place in January. Anyone who would like to continue as a Board Member will need to reapply with the San Bernardino County Board of Supervisors, through the link available on our website under the "Governance" tab.

Closed Session: None

Post Closed Session Announcements: None

Adjournment:

- a. Motion to Adjourn at 4:49 PM: JoAnn Larsen
 1. Second: Meredith Plummer
 2. All In Favor: Unanimous
- b. The next meeting of the Board of Trustees will take place on November 28, 2023, in the Community Room of the Cemetery at 4:30 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