



TWENTYNINE PALMS PUBLIC CEMETERY DISTRICT

5350 Encelia Avenue
Twentynine Palms, California 92277-1334
Phone (760) 367-9316 Cell (760) 399-7578

BOARD OF TRUSTEES REGULAR AND CLOSED SESSION MEETING AGENDA

Tuesday, July 15, 2025

4:30 PM

1. Call to Order:

- a. Roll Call:
Kevin Cole: ____ JoAnn Larsen: ____ Meredith Plummer: ____ Frank Romo: ____ Melinda Sedmak: ____
- b. Pledge of Allegiance
- c. Consider additions of emergency or urgency items to the agenda to be placed on the Consent or Discussion Calendar at the Board's discretion pursuant to Government Code section 54954.2(b) or (b)(2)
- d. Notice of minor revisions to agenda items, items removed or continued

2. Public Comments:

Members of the public are encouraged to participate in Board meetings in person or by alternative means by submitting any comments to the Board of Trustees on matters either on, or not part of, the Board of Trustees meeting agenda by email to admin@29palmscemetery.org.

This is the time for the public to address the Board on issues within their jurisdiction that are NOT on this agenda. All comments are to be directed to the Board and shall not consist of any personal attacks. Members of the public are expected to maintain a professional, courteous decorum during their comments. There is a time limit of three minutes per person and notice to speak must be arranged before the meeting begins by filling out the available "Request to Speak" form. The Board of Trustees is prohibited by State law from acting or discussing items not included on the printed agenda. Public comments on specific agenda items will be deferred until consideration of the item on the agenda.

3. Consent Calendar:

- a. Meeting minutes for the Board of Trustees Regular meeting on June 17, 2025, were emailed to the Board of Trustees on Friday, July 11, 2025, for review.
- b. Discussion:
Motion to accept the June 17, 2025, Regular Meeting minutes as presented:
Second:
All In Favor:
Kevin Cole: ____ JoAnn Larsen: ____ Meredith Plummer: ____ Frank Romo: ____ Melinda Sedmak: ____

4. General Manager Reports:

- a. June 2025 Financial Overview: QuickBooks, US Bank Accounts, San Bernardino County Funds, Period 12 SAP Reports, Treasure's Deposit, and status of Tax Apportionment disbursements.
- b. Cemetery Staff Operations Review

5. Action and Information Items:

1. Unfinished Business:
 - a. CFF Investment Proposal

Discussion: Endowment Fund: _____ Amount of Investment: _____
Pre-Need Fund: _____ Amount of Investment: _____
Motion to move forward with forward with investing with CFF: _____
Second:
All In Favor:

Kevin Cole: ____ JoAnn Larsen: ____ Meredith Plummer: ____ Frank Romo: ____ Melinda Sedmak: ____

2. **New Business:**

a. FY 2025.2026 Policies and Fees Review

Discussion:

Motion to accept the FY 2025.2026 Policies and Fees as presented:

Second:

All In Favor:

Kevin Cole: ____ JoAnn Larsen: ____ Meredith Plummer: ____ Frank Romo: ____ Melinda Sedmak: ____

b. Nominations for Chair and Vice-Chairperson for the Board of Trustees for the Twentynine Palms Public Cemetery District Board of Trustees for FY 2025.2026:

Discussion:

Motion to accept the nominations for Chair and Vice-Chairpersons for the Twentynine Palms Public Cemetery District Board of Trustees for FY 2025.2026: _____

Second:

All In Favor:

Kevin Cole: ____ JoAnn Larsen: ____ Meredith Plummer: ____ Frank Romo: ____ Melinda Sedmak: ____

6. **Closed Session:**

a. General Manager's Review

7. **Post Closed Session Announcements:**

8. **Items for Future Agenda: None**

9. **Cemetery Board and Employee(s) Comments** (Limit comments to items not appearing on this agenda)

10. **Announcements:**

- a. There will be no Board of Trustees meeting in the month of August 2025.

11. **Adjournment and Subsequent Meeting:**

- a. Motion to Adjourn: _____ Time: _____

1. Second:

2. All In Favor:

- b. The next meeting of the Board of Trustees will take place on September 16, 2025, in the Community Room of the Cemetery at 4:30 PM.

IMPORTANT NOTICES

Declaration of Posting: I, Emily Barry Helm, General Manager of the Twentynine Palms Public Cemetery District, do hereby declare that a copy of the foregoing agenda posted on the cemetery website: www.29palmscemetery.org and on the District's Office public notice board located outside of the building at 5350 Encelia Avenue, Twentynine Palms, CA 92277 for public review.