



TWENTYNINE PALMS PUBLIC CEMETERY DISTRICT

Regular Meeting Minutes

Tuesday, July 15, 2025

Call To Order:

1. The Board of Trustees called the Regular meeting of the Twentynine Palms Public Cemetery District to order at 4:34 PM on Tuesday, July 15, 2025. The Board Members present at the roll call were Chairperson Kevin Cole, Trustees Francisco Romo, Meredith Plummer, and Melinda Sedmak. Vice-Chairperson JoAnn Larsen was absent.
2. All present stood and recited the pledge of allegiance.

Public Comments:

3. None

Consent Calendar:

4. 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. After no discussion a motion to accept June 17, 2025, Regular Meeting minutes as presented was put forth by Meredith Plummer and seconded by Melinda Sedmak and Frank Romo. All in Favor of accepting the Minutes as presented with (4) Ayes, Kevin Cole, Meredith Plummer, Melinda Sedmak, and Frank Romo. Vice-Chairperson JoAnne Larson was absent.

General Manager Reports:

5. The June Financial Overview were presented: QuickBooks, US Bank Accounts, San Bernardino County Funds, Period 12 SAP Reports, Tax Apportionment update, and May and partial June 2025 Treasurer's Deposit.
6. Cemetery Staff Operations Report: A total of (3) Interments for the month of June, (1) Niche and (2) In-Ground. Grounds improvements included additional boulder placement.

Action and Information Items:

7. Unfinished Business:

- a. CFF Investment Proposal
Discussion: Endowment Fund Amount of Investment: \$150,000.00
Pre-Need Fund Amount of Investment: \$125,000.00
Motion to move forward with forward with investing with CFF: Meredith Plummer
Second: Frank Romo
All In Favor:

Kevin Cole: _X_ JoAnn Larsen: _absent_ Meredith Plummer: _X_ Frank Romo: _X_ Melinda Sedmak: _X_

8. New Business:

- a. FY 2025.2026 Policies and Fees Review
Discussion: Endowment Care Fee should be the same amount for every interment, \$400.00.
Motion to accept the FY 2025.2026 Policies and Fees as presented: Meredith Plummer
Second: Melinda Sedmak
All In Favor:

Kevin Cole: _X_ JoAnn Larsen: _ABS_ Meredith Plummer: _X_ Frank Romo: _X_ Melinda Sedmak: _X_

- 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: The Board would like to move forward with nominations for new Chair and Vice-Chair

Motion to accept the nominations for Chair and Vice-Chairpersons for the Twentynine Palms Public Cemetery District Board of Trustees for FY 2025.2026: JoAnn Larsen for Chair and Meredith Plummer for Vice-Chair: Kevin Cole
Second: Frank Romo
All In Favor:

Kevin Cole: _X_ JoAnn Larsen: _ABS_ Meredith Plummer: _X_ Frank Romo: _X_ Melinda Sedmak: _X_

Closed Session:

9. General Manager's Review:
10. **Post Closed Session Announcements:** No Report, add additional Closed Session to the September 16, 2025, meeting

Items for Future Agenda:

11. General Manager's Review

Cemetery Board and Employee Comments:

12. Frank Romo: Grounds look good.
13. Meredith Plummer: Agreed with Melinda Sedmak's comments about cemetery's future.
14. Melinda Sedmak: Excited about where the cemetery is moving, in the right direction.
15. JoAnn Larsen: Absent
16. Kevin Cole: Grounds look good.

Announcements:

17. There will be no Board meeting in August 2025

Adjournment:

18. Motion to Adjourn at 5:35 PM: Melinda Sedmak
 - a. Second: Frank Romo
 - b. All In Favor: (4) Ayes, Vice Chair JoAnn Larsen absent.
19. The next meeting of the Board of Trustees will take place on September 16, 2025, 2025, 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