# *Hilmar Cemetery District*

**P.O. Box 309, Hilmar, Ca. 95324-0309**

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North Cemetery= 8710 Tegner Rd South Cemetery= 6340 Tegner Rd

**Meeting of the Board of Directors** **MINUTES of January 17, 2023**   **at the North Cemetery grounds = 8710 Tegner Rd, Hilmar, Ca** / …2nd Vice Pres Michele Livak opened meeting at 4:10pm PST

**Roll Call of Directors/Trustees …**.**PRESENT:** *2nd VP Michele Livak, Director Leslie Machado; via Telecomm-Director Jeff Strom – via TeleCommunication-* *1st VP Paul Danbom*

***Excused: Pres Darren Borrelli***

**Reading of Minutes of prior Meeting… dated November 15, 2022**

**-M/ L Machado and S/ Jeff Strom to approve the Minutes  *APPROVED***

**1). Financial Report** -Current Fiscal Year Financials – through Dec 31, 2022- **Revenue: *$104,518.73 ; Expenses: $94,525.89; Operating Cash Fund:$858,433.68; Endowment Fund: $250,903.24***

***M/ J Strom and S/ L Machado to accept the Financial Report APPROVED***

**2).** President Borrelli **/** -Executive Report - 1).*Discussion: Land acquisition – options -/ North Cemetery /// has to be put on hold until Attny Lima contacts us directly and confirms a meeting date/time.*

**3). UNFINISHED BUSINESS //**

(a)- **Payment of BILLS =**  *presented at the Meeting by Mngr Freeberg …see next page*

*(b)- District Trustees – Items to bring up to the Board will be presented at this time… None at this meeting*

*(c). Grounds Superintendent Report: < to be presented by Manager >*

*North Cemetery – (1). Groundsman – Report< David Santos > we lost an Italian Cypress at the South Cemetery entry…some shrubs that were newly planted this past summer have been bent over but trying to re-secure and hope they recover…. Recommend purchases for planting more trees along Tegner front and along the entry Driveway up to current lawn area…*

*(d). – CemSites Web platform meeting is to be rescheduled – today’s presentation is shown in NEW Businees – Communications:* **Streamline**

**4). NEW BUSINESS//**

Manager’s Report: (a*). Awaiting Electrician bids for extending additional wall plugs/ circuit throughout the SHOP building – current outlets are inadequate for Shop servicing …Brent Chipponeri <the electrician> was to confirm prior to last Board Meeting but has not shown up to meet through this day …manager to re-contact Chipponeri Electric ;*

*(b).* ***COMMUNICATIONS:***  *the STREAMLINE Web platform – to help us greatly in managing our Website in Compliance with State of California ADA, etc. $250.00 set up fee + $75.00 per month fee thereafter for first year. \* (materials sent prior to the meeting for Board of Trustees)*

*( c ). Replacement of District AT&T phone – communications upgrade needed // current status – unable to make calls FROM the phone – but can receive texts and emails, etc. – just NO calls ‘out’….*

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**Continued:**

*(d).**General Liability/Property/Equipment/Autos/Excess Liab –* ***Glatfelter -c-$5,356.00***

***( e).*** *CDTFA (California Tax & Fee Administration) – pay Sales Tax collected for the*

*January 1, 2022 to December 31, 2022 term Est - $974. To $990.*

***5). Other discussions for the good of the District ;*** to be placed on next meeting Agenda***…. Discussion for searching additional ‘backup’ employees + NOTICE given by Jeff Strom, Trustee-Director since March 1994, he has moved to Snelling and no longer in Hilmar District …need replacement for the Vacant Trustee-Director position.***

. **6). Meeting adjournment***- M/ L Machado S/ M Livak to adjourn the Meeting … Meeting adjourned at 4:51pm PST ---by 2nd VP Michele Livak*

***Next Meeting Date: February 21 …tentative time 4:00PM \*note : location suggestions for Winter meetings may need to be indoors’// Public Notices will be provided in advance and on Website, accordingly//***  *- Board to advise month to month –*

***Christopher Freeberg Darren Borrelli***

Mngr / Hilmar Cemetery District President

<https://hilmarcemeterydistrict.org>

Enclosures --- if any = will be presented at the meeting

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