**Hilmar Cemetery District**

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

(209)634-7655 email: cjfmanager@hilmarcemeterydistrict.org

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

Meeting of the Board of Directors AGENDA of April 16, 2024 \* 4:00pm –

Location: 8710 Tegner Rd –NORTH Hilmar Cemetery grounds.

**Meeting called to order at 4:17pm by President Darren Borrelli**

**Roll Call of Directors/Trustees**: Pres. Darren Borrelli; Director Taylor Nylund, 2nd VP Michele Livak. Also in attendance: Manager Richard Rocha, Sec Fatima Rocha, and prior Assistant Manager Christopher Freeberg. Absent was Director Leslie Machado.

Reading of Minutes of Prior Meeting… dated March 19, 2024. Reviewed – M/T. Nylund M/S M. Livak - **APPROVED**

1). **Financial Report** - to be presented at the Meeting…Current Fiscal Year Financials –Mar 31, 24. Budget adjustments on Fiscal Year 2024.

Reviewed – M/M. Livak M/S T. Nylund - **APPROVED**

Budget review and assessment for second half of Fiscal Year.

2). **President Borrelli** / - (1). Introduction of any Guests- if any (None); 2). Committee Review – Update on South Hilmar Cemetery Improvement Plan.

3). **UNFINISHED BUSINESS** //

(a)- Payment of BILLS = will be presented at the Meeting by Mgr. Rocha. Reviewed – M/T. Nylund M/S M. Livak - **APPROVED**

(b)- District Trustees – Items to bring up to the Board by a Trustee/Director will be presented at this time. **None**

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

**North Cemetery** – (a). Grounds man – Report / update on North Cemetery trimming trees. – **Inspected on site by Directors.**  b). Awaiting timeline to slurry coat North driveways and parking lots + re-striping, weather permitting. **Unable to finalize slurry coat until installation of additional mower ramps are** **complete** c). Awaiting response on Rich Keys (Cal-coating) for installation of additional mower ramps. **Contact made and additional information pending from Cal-Coating**

**South Cemetery**-/ (a). The Board ‘Grounds Improvement’ Committee with Assistant Manager Freeberg to report on their recommendations and proposed Budget for an updated Plan for South Cemetery <updates>. **Review of Tree & Shrub samples presented by Assistant Manager Freeberg.**

(b). Grounds & driveways contractor scheduling to be extended into April – May 2024; Additional proposals to be procured.

4). **NEW BUSINESS** // (a). Board vacancy. b). One load of new liners needed and will be ordered for delivery by Friday, April 19, 2024, as presented by Mgr Rocha. c). Mgr Rocha advised that he will be posting No Dogs allowed signs at entrances, as per cemetery rules & guidelines. d). Reassessed Mgr Rocha’s salary based on assessment made by exiting Manager Freeberg. Due to new exemption laws, salary reviewed and adjusted to take effect July 1, 2024. M/M. Livak M/S T. Nylund - **APPROVED**

5). **Other discussions for the good of the district**; Items to discuss and placed on May Board Meeting Agenda.

6). **Meeting adjournment**- 5:06pm ---by President Darren Borrelli

Next Meeting: May 21, 2024 @ 4:00pm at North Cemetery office –

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

\*\* Richard Rocha Mgr. / Hilmar Cemetery District

https://hilmarcemeterydistrict.org