

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 AGENDA of September 17, 2024 * 4:00pm – **Meeting called to order at 4:07pm by 2nd VP Michele Livak due to late arrival of Pres. D. Borrelli**

Location: 8710 Tegner Rd –NORTH Hilmar Cemetery grounds.

Roll Call of Directors/Trustees: Director Leslie Machado, Director Taylor Nylund, 2nd VP Michele Livak, Manager Richard Rocha, Assistant Manager Christopher Freeberg and Secretary Fatima Rocha. Late arrival by President Darren Borrelli at 4:42PM

Reading of Minutes of Prior Meeting - dated August 13, 2024 – **Reviewed – M/L. Machado – M/S T. Nylund - APPROVED**

1). **Financial Report** - Current Fiscal Year Financials –August 31, 2024. – **Reviewed – M/T. Nylund – M/S L. Machado - APPROVED**

2). **President Borrelli** - (1). Introduction of Guests- if any. **None**

3). **Unfinished Business:**

(a)- Payment of BILLS - Presented at the Meeting by Mgr. Rocha. – **Reviewed – M/L. Machado – M/S T. Nylund - APPROVED**

(b)- District Trustees – Items to be brought to the Board by a Trustee/Director will be presented at this time. **Due to vacated 1st VP Director position, it was motioned by L. Machado to move M. Livak up to 1st VP Director - M/S T. Nylund. Motion by T. Nylund to fill 2nd VP Director position with L. Machado - M/S M. Livak - APPROVED**

(c)- South Cemetery – Improvement Plan – updates, if any – **Reviewed (2) bids obtained for South Cemetery Improvements. Mgr R. Rocha to obtain additional bid from a skilled concrete individual for cement planter for fence line.**

(d)-Review Trustees Compliance/ Course Completion/ Attendance. **Courses available from County. Trustees are to coordinate courses to fit their schedules.**

4). **New Business:**

(a). Review Workplace Violence Prevention policy. - **Reviewed and to be kept on file.**

(b). Conditional use permit for South Cemetery. – **Mgr R. Rocha to contact County on options**

(c). Review of AB 1234 “Ethics in Public Service” Training. – **Reviewed and Trustees to complete training.**

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

6). **Meeting adjournment 4:41pm by 1st VP M. Livak – M/L. Machado M/S T. Nylund (arrival of Pres. Borrelli @ 4:42pm)**

Next Meeting: October 15, 2024 @ 4:00pm at North Cemetery office

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

** Richard Rocha Mgr. / Hilmar Cemetery District

