# *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 October 17, 2023 / Scheduled for the** **4:00pm time… Location: 8710 Tegner Rd –NORTH Hilmar Cemetery grounds.**

*Introduction of the residents/Guests Glenn and Leslie Anderson who brought before the Trustees their recommendations for SOUTH Cemetery Improvements and consideration of NATURAL-ORGANIC use of the premises, such as drought tolerant shrubs & bushes and ground-cover (such as clover) to help conserve groundwater usage; such improvements may thereby be providing attraction to honey bees and multiple species of birds. Board Committee members <Mrs Taylor Nylund, Mrs Michele Livak and Manager Freeberg> head up the SOUTH Cemetery Improvement Planning provided a recap of the preliminary plan and welcomed the additional input from the Andersons…Leslie Anderson has volunteered to assist in obtaining additional Volunteers to help PLANT and assist the Board of Trustees as infrastructure and Budget and timeline is more defined with implementation and end-goal Dates.The Board thanks the Andersons for their input.*

***Board Meeting was officially called to Order by President Darren Borrelli at: 4:20pm***

**Roll Call of Directors/Trustees :** *Pres Darren Borrelli; 2nd VP Michele Livak; Director Taylor Nylund – excused due to extenuating circumstances: Director Leslie Machado and 1st VP Paul Danbom. Also in attendance: Secty Fatima S Rocha and Manager Freeberg and incoming Manager Richard Rocha (Jan 2024) .*

**Reading of Minutes of prior Meeting… dated Sept 19 and Special Meeting of Sept 28, 2023**

***M/ T Nylund S/ M Livak to approve the Minutes as presented = APPROVED***

**1). Financial Report** – *through Sept 30, 2023 – Board packets were provided with Financial Report – besides prior email attachments to each Trustee and Secty of the Board.*

***M/ M Livak S/ T. Nylund to approve the Financial Report= APPROVED***

**2). President Borrelli /** -1). *Welcomed our incoming Manager*  Richard Rocha – *officially hired effective Nov 1 to begin training for the Manager position;* 2). *Enjoyed the various*  recommendations from South Cemetery Improvement Committee *and the residents (M/M Anderson) extensive suggestions for South Cemetery.*

**3). UNFINISHED BUSINESS //**

**(a)- Payment of the BILLS:**  *Bills and projected Expenses were presented by Manager for review and approval…including the HCD to purchase back two Lots from resident Marlene Lisle as she and her husband will not require the Lots.\*.*

***M/ M Livak S/ T Nylund to approve the Bills as submitted & projected APPROVED***

(b)- District Trustees – Items to bring up to the Board by a Trustee/Director will be presented at this time: **Committee Report -**: *As noted above, the South Cemetery Improvement Committee reviewed some plat layouts for viewing of the suggestions for the SOUTH Cemetery>*

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

***NORTH Cemetery –*** *Manager Report – including Equipment needs*

***SOUTH Cemetery –*** *Manager report with recommendation(s) from Committee Trustees…including any handout(s) and visual aids < see above comments>*

**(d).** Board CALENDAR – *Due to business travels of more than two Trustees, the*  ***November 21 Board Meeting is CANCELED and the December Board Meeting is to be scheduled for December 18 @ Noon at Hilmar Cheese Company restaurant area and is always open to the Public for participation*** // Committee assignments = *No changes at this time.* // CAPC professional improvement/ *Manager Freeberg to coordinate with incoming (January 2024) Manager Rocha schedule so that he may attend the California Association of Public Cemeteries (CAPC) Trustee Conference in San Diego scheduled for March14-16, 2024*; //

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**Continued:**

**NEW BUSINESS:** (*a) Recommended Budget for purchases and acquisition(s) by HCD Board for North and South Cemeteries will be revised and update for the December 18 Board Meeting in order to establish a Date for implementation of SOUTH Cemetery improvements –* ***to include: Repair of driveway pavement and such access improvements through the Cemetery; Fence repair and replacement as submitted; Entry gate/& Sign;* *Pump & motor & Electrical for Irrigation lines and extensions throughout the Improvement areas; designated areas and spaces for plantings for Trees – shrubs – flowers and other ornamental improvements to enhance the grounds.***

*(b). Business Insurance Renewal Questionnaire to be completed and submitted prior to December – Manager Freeberg reviewed his recommendations to the Board and will complete the Questionnaire and submit for respective Insurance Bids – and will present all Bids for the December 18 Board Meeting.*

***5). Other discussions for the good of the District ;*** *Input and suggestions from Guests in attendance included organizing a Volunteer Group from the Hilmar Residents in order to provide assistance in cleaning headstones; planting flowers (e.g. Roses perhaps) and shrubs.*

**6). Meeting adjournment***- M/ T Nylund and S/ M Livak to adjourn at 5:52 pm PDT --- Meeting adjourned by President Darren Borrelli*

***Next Meeting:*** *December 18 at NOON – Meeting to be held at Hilmar Cheese Company < 9001 Lander Ave, Hilmar, Ca >*

***Christopher Freeberg Darren Borrelli , Pres*** Mngr / Hilmar Cemetery District President of the Board of Trustees

<https://hilmarcemeterydistrict.org>

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

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