# *Hilmar Cemetery District*

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

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

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

**Meeting of the Board of Directors** **MINUTES of MARCH 21 2023**   **at the North Cemetery grounds = 8710 Tegner Rd, Hilmar, Ca** / 4:05pm PDT President Borrelli opened the Meeting…

**Roll Call of Directors/Trustees …Present:**. *Pres Darren Borrelli; 1st VP***:** *Paul Danbom ; 2nd VP Michele Livak; Director Leslie Machado ; <vacant seat>;.Also in attendance was Fatima S Rocha, Secty and Christopher Freeberg, HCD Manager.; from the Community – Ms Taylor Nylund and Mr Richard Rocha.*

**Reading of Minutes of prior Meeting… dated February 21, 2023**

**M/** *P Danbom* ***S/****Leslie Machado to approve the Minutes – no corrections.* ***APPROVED***

**1). Financial Report** - Current Fiscal Year Financials – through Jan 31, 2023 **Revenue: $133,959.50 ; Expenses: $111,098.07; Operating Cash Fund: $871,302.27 ; Endowment Care Fund: $252,663.24**

**M/ *P Danbom S/ Michele Livak to accept the Financial Report APPROVED***

**2). President Borrelli /** - 1).. Welcomed Guest Ms Nylund and Mr Rocha – each person introduced themselves with a brief history…Mrs Nylund was invited by Trustee Danbom and Mr Rocha had been invited by Manager Freeberg. ; 2). South Cemetery bid for a Tuff Shed was briefly discussed – 1st VP Danbom will obtain further bids for any North or South Cemetery pending projects; 3). Manager recommendation(s) for Hilmar qualified Resident to fill vacated Seat on the Board *– respective Persons will be discussed at the April 18 Board Meeting – provided proper Applications have been received and the Board Committee have been reviewed and verified;*  4). Discussion for future recognitions of service…*TABLED to the April Board Meeting also.*

**3). UNFINISHED BUSINESS //**

(a)- **Payment of BILLS =**  *presented at the Meeting by Mngr Freeberg* …*see separate attachment….*

(b)- District Trustees – Items to bring up to the Board was presented at this time… (1), Regarding Vacant Trustee seat on Board- *this discussion requested by Manager to provide a formal list of qualified persons from Hilmar* ***not*** *a verbal naming of individuals – but respective persons must provide a written, completed and signed APPLICATION for the Board to place on following April meeting Agenda;* (2). *CONFLICT OF INTEREST Form 700 are ONLINE at County of Merced website- Trustees have requirement to have them Filed with County of Merced – online.- and provide HCD Manager a copy for the District (hardcopy) filing…must be completed prior to April 1.*

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

North Cemetery – (1). Groundsman – Report / *Manager*  *reported Honda-Kawasaki of Modesto completed repairs on the Tuatara-ZeroNOX Electric Utility vehicle- only a Battery was under the warranty < see Invoice under BILLS > ; Request for consideration for two interior driveway steel-pipe ‘swing gates’ as a secondary backup should electric entry gates fail to close/ to curb the continuing problem of east side of North cemetery being a dumping ground for heavy trash and the like…// this item is tabled again=> Board recommends FIRST to have Manager to have three (3) signs placed along the East Parking Lot stating “NO DUMPING” and a “VIDEO surveillance” NOTICE (Manager needs to complete this task and see if this will solve the problems)*

South Cemetery-/ (1). Discussion for replacing small Shed with a larger Storage Shelter = *1st VP Paul Danbom will head up obtaining bids to see if there is a better option for South Cemetery…he will be in charge of all building repair and construction update at North & South Cemeteries. (2).Mngr Freeberg is having a herbicide contractor – take care of Weeds at S.C.*

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**CONTINUED:**

***4). NEW BUSINESS:***

***(a).*** *Trustee Livak advised that a Community Resident has a son (@ Hilmar High School) who would like to provide his services to the District as a Volunteer and clean headstones and monuments (M..K., Jr) strictly as a community service…Manager Freeberg had met with the young man and his mother six+ months ago and had briefly approved if he would consider cleaning all the Military Markers at the North and South Cemeteries – so it is refreshing to have him make a commitment. Manager has double-checked the District’s Liability insurance policy to verify & confirm that such volunteers are protected and ‘covered’ within the scope of the current policy. So, whenever he can begin – the Manager will need to meet and provide parameters and respective hours-of-service.*

*(b). Manager made contact with J Baballe & Sons, Inc. to perform weed spray services over the 2 acres spaces at South Cemetery. Badly needed!!*

***5). Other discussions for the good of the District ;*** to be placed on next meeting Agenda***….****Budget planning for 2023-2024 Fiscal Year; discuss need for new Surveying of North Cemetery and consulting recommendations of grounds – plots - layout for possible expansion (Long Term Planning goals = example a Vendor called ‘PlotBox’ – or whether CemSite services are compatible with the District long term goals …).*

**6). Meeting adjournment***- M/ M Livak and S/ P Danbom to adjourn* ***-- 5:15pm PDT*** *-- meeting closed -by President Darren Borrelli*

***Next Meeting Date: APRIL 18, 2023 \* 4:00pm***

***Christopher Freeberg Darren Borrelli***

Mngr / Hilmar Cemetery District President of the Board

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