

LOWER LAKE CEMETERY DISTRICT
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**MINUTES
FOR REGULAR MEETING
DECEMBER 21, 2022
10:00 a.m.**

(Recorded for transcription only)

1. CALL TO ORDER

Time: 11:08 a.m.

2. ROLL CALL OF BOARD MEMBERS & STAFF

(X) Iris Hudson (X) Cheryl Craddick (X) Karen Graf (X) Bob Minenna

3. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

Consideration of adding emergency matters or items for which there is a need to act, and the need to act arose after the agenda was posted.

4. PUBLIC COMMENTS. CONSENT CALENDAR

Consent items are non-controversial and will be acted upon at one time without discussion. Any Member of the Board or public may pull any consent item for discussion and separate action.

In attendance: Russ Cremer and Mike Dean

5. CONSENT CALENDAR

1. Financial reports for the period for November, 2022 *
2. Accounts Payable Report for November, 2022 *
3. Employee Payroll reports for November, 2022 *
4. Deposits for November Gross \$ 1,300.00 Net \$ 1,025.00

5. Net amounts are determined by deducting endowment care, pre-paid burials, sales tax from the gross.

5. Revenue to Date for Fiscal Year 2022-2023

6. Consider for approval minutes for the November 16, 2022 Regular Board Meeting.

NOTE: Financial reports 5.1, 5.2 and 5.5 not available at time of posting because network was down.

Action Taken: Motion made to approve Items 5.4 and 5.6 -Minutes for November 16, 2022

6. OLD BUSINESS:

6.1. Review for possible approval of quotes for replacing the roof on the office building:

1. Humberto's Roofing estimate totaling \$6,458.00
2. Mike's Roofing \$6,000.00
3. Kimble's Construction \$6,800.00
4. Curtis Edwards Roofing \$12,572.25

Action Taken: Unanimous decision was made to request revised bids from Humberto's Roofing, Mike's Roofing and Kimble's Construction to include gutters and downspouts.

6.2

Update on health insurance coverage for Charles N. Braun. He is currently covered under COBRA, but we need to decide whether to proceed with HRA or another insurance carrier. We are still waiting for some legal advice on setting district policy.

Action Taken: Carried forward

6.3 Discuss Upgrading tablet and adding a cell phone. The tablet we have is too old, and Charlie's cell is presently available to the public, which is not recommended by Bob Hunt (GSRMA).

Action Taken: Carried forward

6.4 Discuss need to change Donella Martinez's status from temporary to irregular part-time, to comply with Federal Law. Refer to Personnel Manual Article 2.1 which states annual employment is less than 960 hours.

Action Taken: Motion made to change Donella Martinez's status from temporary to Irregular part-time to comply with federal law. Refer to Personnel Manual Article 2.1. Annual employment is less than 960 hours. Three 3 days per week /4 hours each. (Monday, Wednesday, and Friday). To be reviewed in 6 months.

New Business:

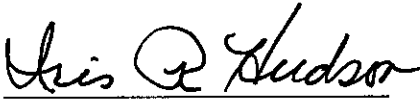
Board Member Signatures required for:
Signature Authorization for Special District Local Boards

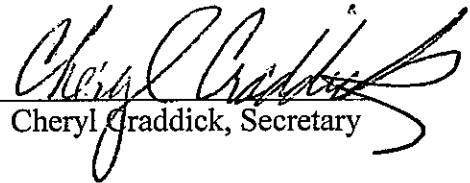
TRUSTEES COMMENTS: Some Board members expressed concern about District equipment being stored at Charles Braun's house, as to whether our insurance would be valid.

There was also question about whether Avenue of Flags has an insurance policy on the "Flag" building. Chair to check with GSRMA to see whether the building is covered under our policy.

ADJOURNMENT

Time:12:01 p.m.

SIGNED: 
Iris R. Hudson, Chairperson

ATTESTED TO: 
Cheryl Craddick, Secretary