

**Pleasant Valley Estrella Cemetery District**  
**Minutes from Regular Board of Trustees Meeting**  
**March 9, 2026 at 9:00 am**

Location: Pleasant Valley Cemetery- 7000 Estrella Rd., San Miguel, CA 93451

Called to Order by Chairman Hank Heer at 9:03 AM.

Pledge of Allegiance.

Minutes kept by Secretary, Susan Velasquez.

Quorum: Yes

Present: Cemetery Board of Trustees – Henry Heer, Kenneth Meeks, Randy Walters, Suze Evenson, and Susan Velasquez. Guest: Barbara Goodrich arrived 9:26 am

Approval to accept the Meeting Agenda. Copies of the meeting agenda were emailed to each trustee prior to today's meeting. A motion was made by Randy to accept the agenda. The motion was seconded by Suze. All ayes. Motion passed.

Approval to accept the minutes of the General Meeting held on January 5, 2026. Copies of the meeting minutes were emailed to each trustee prior to today's meeting. A motion was made by Suze to accept the minutes as written. The motion was seconded by Randy. All ayes. Motion passed.

Special Presentation: None at this time.

Financial Report: Copies of the Financial Report were emailed to each trustee prior to today's meeting. A motion was made by Randy to accept the Financial Report. The motion was seconded by Kenneth. All ayes. Motion passed.

OLD BUSINESS:

4 X 4 Plots at Pleasant Valley Cemetery: Randy still needs the CAD map from Henry. Continued to June meeting.

Change of fees at Columbia Bank: Susan talked to an agent at the bank and they weren't sure if we will be getting charged a fee now or not. They were going to leave as is for two months after the switch from Pacific Premier to Columbia and if we find that a fee is charged after that, Susan will call the agent back.

Memorial Service at Estrella Adobe Church: After some discussion, it was unanimously decided that we would move the Memorial Service from Memorial Day weekend to Pioneer Day weekend and have an open house. We need to check the Pioneer Day festivities calendar and figure out if best to have on Saturday or Sunday or both. Susan will work on a contact list of families of prior Estrella Pioneers and see if some would be willing to bring family history for people to read and see. Continued to June meeting.

## NEW BUSINESS:

Review Bylaws: Discussion was held as to our meeting dates due to the bylaws stating that we met quarterly however, we have been meeting 5 months of the year. Randy Walters made a motion that we meet in March, June, September and December, add the information "If a regular meeting date falls on a federal or State of California holiday, the meeting shall be held on the following Monday at the same time and location, unless otherwise determined by the Board and properly noticed in accordance with the Ralph M. Brown Act." and change the last sentence in that paragraph to read "Notice of regular meetings shall be provided in accordance with applicable law". Suze seconded the motion. All ayes. Motion passed.

Review Conflict of Interest Policy: Randy made a motion to reapprove the Conflict-of-Interest Policy as it was approved on March 3, 2025. Kenneth seconded the motion. All ayes. Motion passed.

Review Rules: Suze made a motion to not make any amendments at this time to the Cemetery rules. Randy seconded the motion. All ayes. Motion passed.

Review Fees: Randy made a motion to not make any changes to our fee schedule at this time. Suze seconded the motion. All ayes. Motion passed.

## BOARD MEMBER COMMENTS:

Barbara Goodrich met with Henry at the Estrella Adobe Church on Friday, March 6<sup>th</sup>, 2026 to see if there was a way to help us with the advertising of the Adobe Church for weddings or other functions. Barbara joined us at 9:26 am to say that she was doing some research and would like to get some pictures of the inside of the church with flowers, etc. to give potential renters an idea of what it could look like. She will be sending information at a later date.

A motion was made by Henry to adjourn the meeting at 9:43 am. Susan seconded the motion. All ayes. Motion passed.

The next scheduled meeting is set for Monday, June 1, 2026 at 9:00 am at the Pleasant Valley Cemetery.

Submitted by:

Susan Velasquez, Secretary

Date Approved: