

Pleasant Valley Estrella Cemetery District
Minutes from Regular Board of Trustees Meeting
June 1, 2026 at 9:00 am

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

Called to Order by Chairman Hank Heer at 9:05 AM.

Pledge of Allegiance.

Minutes kept by Secretary, Susan Velasquez.

Quorum: Yes

Present: Cemetery Board of Trustees – Henry Heer, Kenneth Meeks, Suze Evenson, and Susan Velasquez. Randy Walters was absent.

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 Suze to accept the agenda. The motion was seconded by Kenneth. All ayes. Motion passed.

Approval to accept the minutes of the General Meeting held on March 9, 2026. Copies of the meeting minutes were emailed to each trustee prior to today's meeting. A motion was made by Kenneth to accept the minutes as written. The motion was seconded by Suze. 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 Kenneth to accept the Financial Report. The motion was seconded by Suze. All ayes. Motion passed.

OLD BUSINESS:

4 X 4 Plots at Pleasant Valley Cemetery: Henry Sent the CAD Map to Randy. Due to Randy being absent, this matter is continued to the September meeting.

Change of fees at Columbia Bank: We did get charged \$22 for a monthly service fee after Columbia Bank had said they didn't know whether we would get charged or not after Columbia Bank took over Pacific Premier Bank. Susan went in to talk to them and they reimbursed the \$22 fee and changed our account to a Community Business Account. We will only get charged the service fee if the account goes under a \$1000 daily balance

Open House at Estrella Adobe Church: Discussion was held. Several board members will be speaking to different Pioneer Day committee members to see if it would be a good idea to have the open house on the afternoon of the parade. A Special Meeting will be held on August 3, 2026 at 9 am at the Estrella Adobe Church to decide if we will be going ahead with the open house and what will need to be done.

NEW BUSINESS:

Yearly Budget: A yearly budget was sent to all board members prior to this meeting. Susan had inadvertently left out the yearly cost of our website so the budget was amended to include that cost. Suze made a motion to accept the yearly budget as amended. Kenneth seconded the motion. All ayes. Motion passed.

Amendments to the Cemetery Rules in regards to headstone cleaning, repair, restoration and the districts liability for such: A proposed amendment to our cemetery rules was sent to all board members prior to this meeting. After discussion, Suze made a motion to amend our rules to add the information about the cleaning of headstones, etc. and to change the wording on our liability for such. Kenneth seconded the motion. All ayes. Motion passed.

BOARD MEMBER COMMENTS:

A motion was made by Henry to adjourn the meeting at 9:50 am. Susan seconded the motion. All ayes. Motion passed.

A special meeting shall be held on August 3, 2026 at 9 am at the Estrella Adobe Church to discuss the Open House during Pioneer Day.

The next scheduled regular meeting is set for Monday, September 14, 2026 at 9:00 am at the Pleasant Valley Cemetery.

Submitted by:

Susan Velasquez, Secretary

Date Approved: