

Pleasant Valley Estrella Cemetery District

Minutes from Board of Trustees Meeting

March 11, 2024 at 9:00 am

Location: Pleasant Valley Cemetery – 7000 Estrella Road; San Miguel, CA 93451

Called to Order by Chairman Hank Heer at 9:03 am. Flag salute.

Minutes kept by Secretary, Susan Velasquez.

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

Approval to accept the minutes of the General Meeting held on January 8, 2024. 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. The motion was seconded by Randy. All ayes.

Special Presentation: None at this time.

Financial Report: Copies of the Financial Report (see attached) 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 Suze. All ayes.

OLD BUSINESS:

Review / Vote on Fee Changes and Fee Additions: After a short discussion, Randy made a motion to accept and implement the fee changes and add the additional fees previously discussed at our January 8, 2024 meeting. Suze seconded the motion. Roll call was taken. All ayes.

The new fees are as follows: Plot Fee (Resident) \$500; Plot Fee (Non-Resident) \$700; Endowment Fee to remain at \$300; Cremation Plot Fee (Resident) \$250, Cremation Plot Fee (Non-Resident) \$350; Endowment Fee to remain at \$150. Additional Fees; Administration/Service Fee (per event) \$100; Setting of Marker (Single) \$200; Setting of Marker (Double) \$300; Temporary Grave Marker \$50; Transfer Fee (other than right of succession) \$100; Disinterment Administration Fee \$100 payable to the PVECD and the applicant will be responsible for all fees associated with the open/close, permitting, mortuary, transfer and reburial. The fee sheet will also be changed to read "Eligible Non-Resident" instead of Non-District Resident".

Discussion was held about offering families the opportunity to purchase a bench with a plaque dedicating it to a family member(s). Susan had received information from Kings River Casting along with cost information. It would be close to \$1300.00 for the bench, plaque, shipping and installation fee. It was decided to keep the information handy incase a family ever asks about purchasing a bench or benches in memorial of their family member(s).

Review of Rules and Bylaws: After discussion, the following changes / additions will be made to our Cemetery Rules.

#13 regarding Grave Markers will be amended to add “Installation of the Grave Marker(s) must be approved by the Board of Trustees.

#15 will be amended to change “No alcohol is permitted on the grounds” to state “Alcohol and drugs are prohibited on the cemetery grounds”.

#17 shall be amended to add “A Disinterment Administration Fee of \$100 shall be payable to the PVECD and the applicant shall be responsible for all fees associated with the open/close, permitting, mortuary, transfer and reburial.

Roll call was taken in regards to the changes to the PVECD Rules. All ayes.

Mission Statement: Suze, Susan, Hank and Randy all submitted Mission Statements to be considered for the PVECD (attached). After consideration, Suze made a motion to accept Randy’s submission. Kenneth seconded the motion. All ayes. The PVECD Mission Statement is: “To provide a peaceful final resting place that honors the lives of those who have passed and gives family and friends a place of solace and reflection while also establishing a historical record for remembrance.” This shall be added to the PVECD website and used for future grant applications.

Tax Base/ Grants: Hank and Susan met with our County Supervisor, John Peschong and his assistant, Vicki, on February 22, 2024 at the Paso Robles Chamber of Commerce. Vicki read a response from Ben Dore of the San Luis Obispo County Counsel, addressing our email to the County Counsel regarding PVECD not receiving a tax base. Ben stated that our only options were to do a Prop. 218 vote or a transfer of part of another agency’s tax base. Discussion was held. Susan will follow up with questions to Ben as to his response such as “Who would pay for the Prop. 218 vote?” and “What are the legal aspects of the transfer of tax?”

Susan added that Vicki had sent her a link to California Grants that we might qualify for. After going through many of them, she was able to find a Grant we should be able to apply for however the application needed to be in by March 31st. Susan will call the Columbarium Representative again to ascertain if he has information about the foundation for the columbarium. All costs associated will need to be outlined in our application. Susan will contact Hank and/or Randy for help with attaining the costs.

NEW BUSINESS

Set-up of Foundation for both cemeteries: In the meeting with Supervisor Peschong, he suggested that we form a Foundation therefore being able to get 501 (c) 3 status and being able to solicit donations as well as hold fundraisers. Susan did some research about starting a Foundation, along with the costs, however many questions came to mind. After some discussion, Susan will try getting some answers to the questions from either County Counsel or a private attorney. No decision was reached at this time in regards to starting a Foundation. A Mission Statement that Hank had earlier submitted will be kept on hold for use if we decide to move forward with a Foundation at a later date.

BOARD MEMBER COMMENTS:

A letter was sent to Scott Brandon to thank him for the repair work he did on the Estrella Adobe Church caused by a very determined bird.

Susan attended the Friends of the Adobes meeting in February. She informed them about the things the fire department told us in regards to the number of people allowed in the adobe with the one exit, the fire extinguisher needed and the permit needed for large tents outside. A discussion was held as to who they would be honoring this year and they decided on the Exline / Brown Family. They asked that Suze do the cleaning again and that PVECD help with parking signs. Susan stated she wished to help with advertising it more this year to get more attendees. It will be held on May 26th at 2 pm. Lynne Schmitz is trying to find a minister / priest to be there. Supervisor Peschong had previously stated that he would like to have his invitation earlier this year and looked forward to coming again.

A motion was made by Kenneth to adjourn the meeting at 10:07 am. Randy seconded the motion. All ayes.

The next scheduled meeting is set for Monday, June 3, 2024 at 9:00 am at Pleasant Valley Cemetery.

Respectfully submitted,

Susan Velasquez, Secretary