

Pleasant Valley Estrella Cemetery District
Minutes from Regular Board of Trustees Meeting
January 5, 2026 at 9:00 am

Location: Hank's Welding – 3290 Combine Street; Paso Robles, CA 93446

Called to Order by Chairman Hank Heer at 9:00 AM.

Pledge of Allegiance.

Minutes kept by Secretary, Susan Velasquez.

Quorum: Yes

Present: Cemetery Board of Trustees – Henry Heer, Randy Walters, Suze Evenson, and Susan Velasquez. Absent: Kenneth Meeks (excused).

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 Randy. All ayes. Motion passed.

Approval to accept the minutes of the General Meeting held on September 8, 2025. Copies of the meeting minutes were emailed to each trustee prior to today's meeting. A motion was made by Randy 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 Randy 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: Randy was not able to do a map in CAT however did provide a map with 4 X 4 plots drawn in the South / East corner of PV Cemetery. Discussion was held. Hank will send the map in CAT to Randy. Randy will figure in a 6 'walkway in between the cremation plots.

Pest Control: Susan tried to contact the County. They haven't returned her messages. She will try again.

Cost of roof replacement on Adobe Church and Front Fence: Hank provided an estimate he got from MG Roofing for roofing for the Estrella Adobe Church. It is not needed at this time however we now have an idea of what it may cost should we need to replace in the near future. Discussion was held as to Wood Shake, Composite or Corten roofing. Hank also provided the Secretary with an estimate for fencing that he had gotten in October of 2022 to be placed on file.

Investment Policy Statement: The Statement was voted on and approved at our September 8, 2025 meeting at which Randy Walters was absent. He signed the Statement as of today's date.

NEW BUSINESS:

Vote on Officers – Chairman, Vice-Chairman, Secretary: Susan had emailed Kenneth prior to today's meeting, knowing that he would not be in attendance, and asked if he desired to remain as Vice-Chairman. His response was "Only if no one else wants it." Suze made a motion for the officers to remain the same - Hank Heer as Chairman, Kenneth Meeks as Vice-Chairman and Susan Velasquez as Secretary. Randy seconded the motion. All ayes. Motion passed.

Changes occurring at Pacific Premier Bank / New Fees: Pacific Premier Bank has been taken over by Columbia Bank. According to the information received, we may have to start paying a monthly fee for our checking account. Susan will check into it and determine whether we will have to or not. Discussion was held. If they will start charging us a monthly fee, we will change the checking account into a money market account to save from having to pay the fee.

Planning for Estrella Adobe Church Memorial Service: Discussion was held. Suze and Susan will try to get more information from Lynne Schmitz as to the total cost of putting it on and whether the Friends of the Adobes are actually done doing it. Other groups or people may be asked to help as well. A decision will be made at our March meeting as to whether it will continue.

Calendar of 2026 Meetings: A calendar was sent to all members of the Board prior to this meeting. The secretary has a conflict on March 2, and cannot be present. Randy made a motion to move the Monday, March 2nd meeting to Monday, March 9th to allow the secretary to be present. Suze seconded the motion. All ayes. Motion passed.

BOARD MEMBER COMMENTS:

The secretary asked if all were in agreement to renew our membership with CAPC (California Association of Public Cemeteries), which is due by February 1st. All ayes.

The secretary received the monthly bill for our website and it was \$20 more than usual and she had not received notification that the price was changing. She was going to call Streamline and find out why it went up.

A motion was made by Henry to adjourn the meeting at 9:54 am. Susan seconded the motion. All ayes. Motion passed.

The next scheduled meeting is set for Monday, March 9, 2025 at 9:00 am at the Pleasant Valley Cemetery.

Submitted by:

Susan Velasquez, Secretary

Date Approved: