

# **Pleasant Valley Estrella Cemetery District**

## **Minutes from Board of Trustees Meeting**

**December 2, 2024 at 9:00 am**

Location: Estrella Adobe Church/Cemetery – 5660 Airport Road; Paso Robles, CA 93446

Called to Order by Chairman Hank Heer at 9:01 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.

Approval to accept the minutes of the General Meeting held on September 9, 2024. 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. The motion was seconded by Suze. 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. The Secretary stated that the Financial Report was off by .02 cents due to the end of the month bank statement coming out after the financial report had to be sent to the board members. The correct checking account total is \$11,564.97. A motion was made by Kenneth to accept the Financial Report as amended. The motion was seconded by Suze. All ayes.

### **OLD BUSINESS:**

SLO County Grant: The Grant was received from the County in the amount of \$5000.00. The tree trimming and removal took place at both cemeteries on October 18, 2024 by Cal West Trees who did a great job. They cut up the wood into smaller manageable pieces and left it stacked due to the extra removal/dump fee of \$1000.00. Hank and a friend removed all of the wood from both cemeteries and pulled a stump out as well.

Plantings in front of Solar Farm: Susan contacted the project manager about the plantings and a possible donation in lieu of the plantings taking place. The project manager said that it was out of his hands and to contact the City of Paso Robles. Upon speaking to a person with the City, Susan was informed that the plantings will still be taking place once a water line is installed in that area and hooked up to the City water. The City has plans for development to the North of the Estrella Adobe therefore needing the water line to be installed.

Investment of Partial Endowment Fund in CD: Susan hasn't had time to look into this further but will have more information for our January meeting.

### **NEW BUSINESS**

Vote of Officers: This was put on the agenda in error. The voting of officers shall take place at our January 6, 2025 meeting. Randy made a motion to amend the agenda by removing the vote on officers. Suze seconded the motion. All ayes.

Apply for two grants: Susan stated that we can apply for two grants, one with Hind Foundation and one with The Community Foundation, both in the amount of \$5000.00 each. Discussion was

held as to what the money would be used for. After the removal of the Locust trees at Pleasant Valley Cemetery from the stream bed, Hank spoke to Paul Viborg about putting rock in the stream bed and removing debris that has been in the drainage ditch for years. Viborg's quote came in at \$6,484.00 (see attached). Discussion was held as to installing a foot bridge at the same time to be able to access the area in the South corner for a future scattering garden and to also be able to mow the weeds. Hank will look into the designing and building of a bridge. The installment of a gazebo or shelter of some sort at PV Cemetery is also high on the list so when having funerals or board meetings, there is shelter from the rain. There are also cracks in the adobe church that need to be addressed, painting that needs to be done and the fence needs to be completed on the South side and painted on the West side. These items will be included in the applications for grants. Randy made a motion for us to apply for both grants. Suze seconded the motion. All ayes.

Meeting Calendar for 2025: The calendar was emailed prior to the meeting to all board members.

#### BOARD MEMBER COMMENTS:

Suze stated that she was contacted by Lynne Schmitz about asking a Mennonite Priest from Paso Robles to come to the Memorial Service in May of 2025. Suze will contact the priest.

Hank stated that he took out the tree stump at PV Cemetery that had once held a plaque that had the name of Betsy Huston who died in a car accident on 1/4/1998. We are unsure if her cremains were buried under the tree that was cut down. The plaque was given to Paula Campbell-Taylor when removed from the dead tree and she has never given it back to the Cemetery Board. Discussion was held as to whether to make another plaque and put it in the same area as it was on the tree prior to the tree's demise.

Suze and Susan stated that they would like to see a plaque on the bench at Estrella Church in memory of Karl Von Dollen. Susan will have one made.

Susan stated that the bill for our membership to the California Association of Public Cemeteries came and she will pay it in January if there were no objections. None were stated.

Susan stated that after a conversation with our insurance agent that all board members will probably be required to take the harassment training on-line. Randy was informed that his Ethics training needed to be completed by the end of January. Susan is to forward him the URL.

A motion was made by Randy to adjourn the meeting at 9:52 am. Suze seconded the motion. All ayes.

The next scheduled meeting is set for Monday, January 6, 2025 at 9:00 am at the Estrella Adobe Cemetery.

Respectfully submitted,

Susan Velasquez, Secretary