

Pomerado Cemetery District

A Special District of the State of California

Dearborn Memorial Park

14361 Tierra Bonita Road, Poway, CA 92064

Phone: (858) 748-5760 & (858) 748-5820; Fax: (858) 748-5824

Email: dearborncemetery@gmail.com

Website: www.dearborncemetery.com

General Manager
Carrie Perryman

Board of Trustees
James Lyon, President
Robert Thomas, Vice President
Denise Polito, Secretary

MINUTES

Regular Board Meeting

August 26, 2020

1. Call to order / Roll Call

The regular meeting of the Board of Trustees of the Pomerado Cemetery District was called to order at 3:02 p.m. by Board President, James Lyon.

Attendance

Members Present: Board President, Jim Lyon, Board Vice President, Robert Thomas and Board Secretary, Denise Polito.

Members Absent: None

District Staff Present: General Manager, Carrie Perryman

Public Oral:

Guest(s): None

Correspondence: None

2. Approve Agenda as posted or as amended.

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To approve the agenda as presented” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

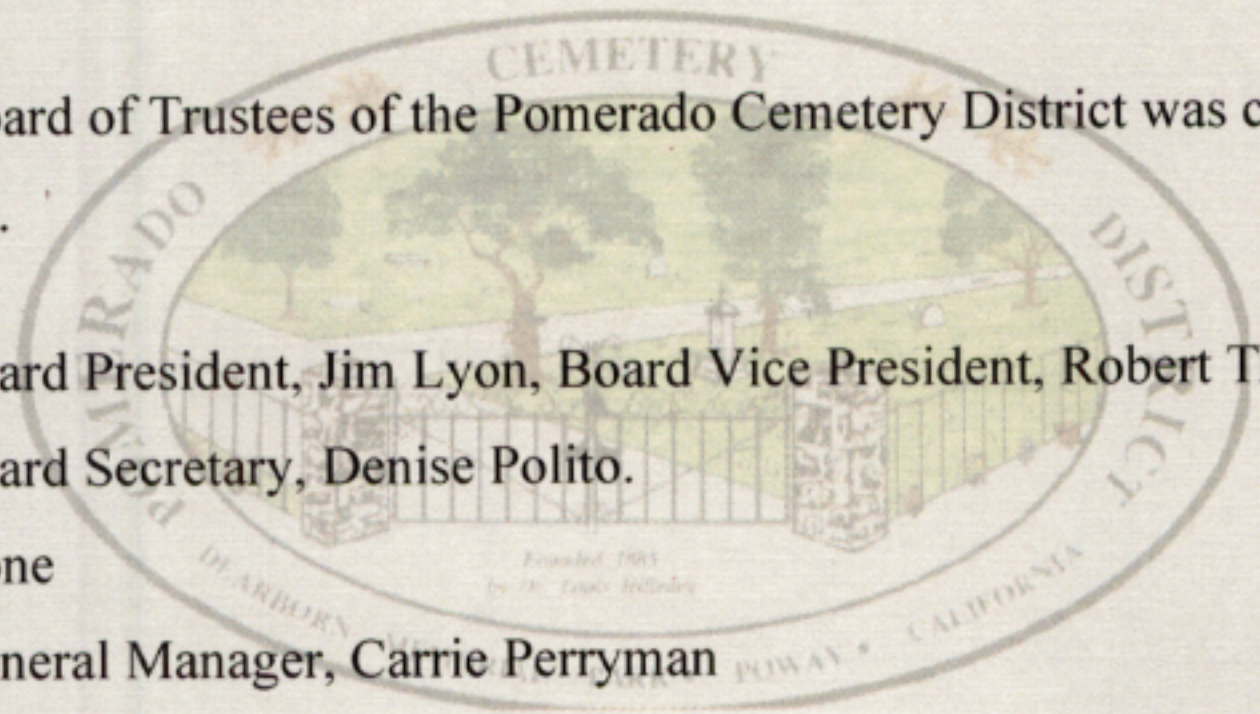
3. Minutes

The Board read the minutes of the meeting dated July 22, 2020.

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To approve the meeting minutes of July 22, 2020 as presented.” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

4. Trustee Comments and Reports

None



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CONTINUED BUSINESS

1. Project Updates

• Front Entry

- *Sign Application* – The application and fees were submitted to the City of Poway on July 27, 2020.
- *Encroachment Agreement*- After a few minor revisions, the agreement was notarized on August 26, 2020 and will be submitted to the City of Poway to be recorded with San Diego County Recorder.
- *Construction Documents* – Work is ongoing.

• New Gazebo Design

RJM Design Group provided alternative sketch designs and computer renderings for board review. It was decided to hold on the Gazebo project until after the construction documents for the entries are completed.

NEW BUSINESS

1. Conference Schedule

A questionnaire was received from the *California Association of Public Cemeteries* regarding attendance at the annual CAPC Conference in March 2021. Due to COVID-19 and the health concerns, the board is currently unsure about attending.

2. Closed Session

**Pursuant to Gov Code 54956
Russo vs. Pomerado Cemetery District**

Board President, Jim Lyon convened the meeting into Closed Session.

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To enter into Closed Session pursuant the agenda” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

Reconvene into Open Session – Report from Closed Session

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To reconvene into open session” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

There was no action taken and nothing to report from closed session.

CEMETERY OPERATIONS

1. COVID-19 Update

Nothing significant to report.

2. Personnel

Administrative Assistant Diana Sisson returned full time on August 24, 2020.

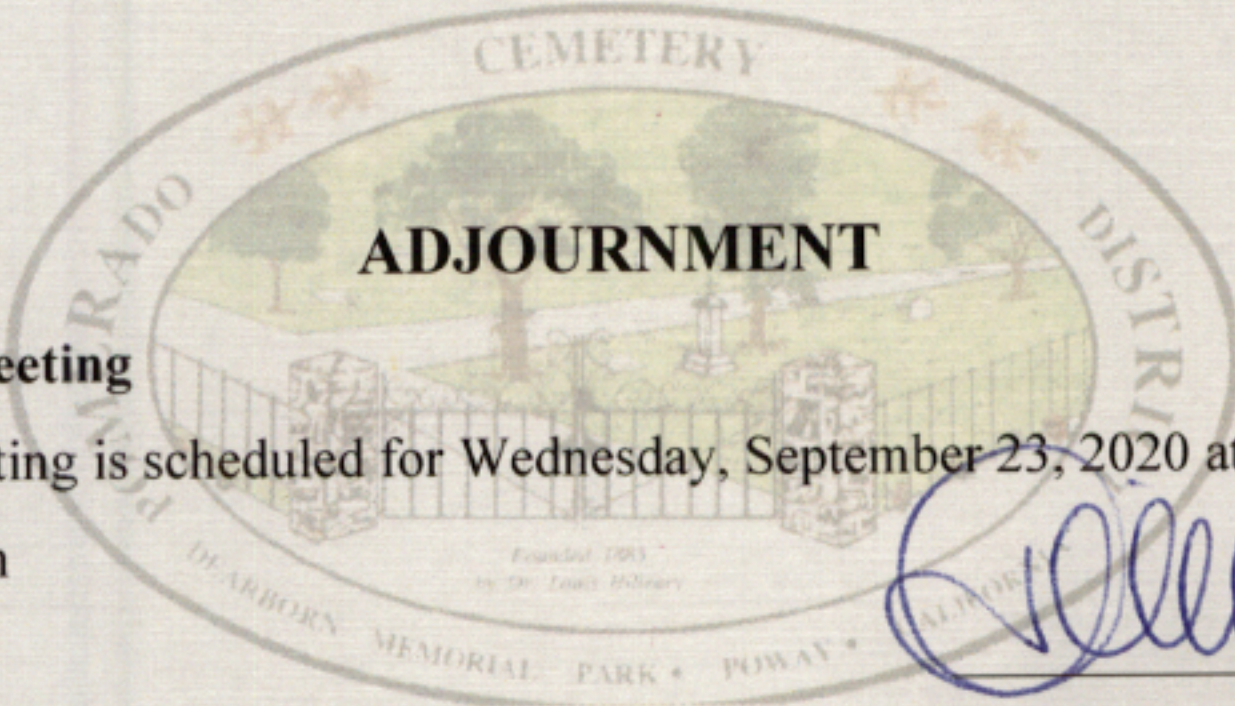
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BUSINESS REPORT

1. Financial and Interment Report for July 2020.

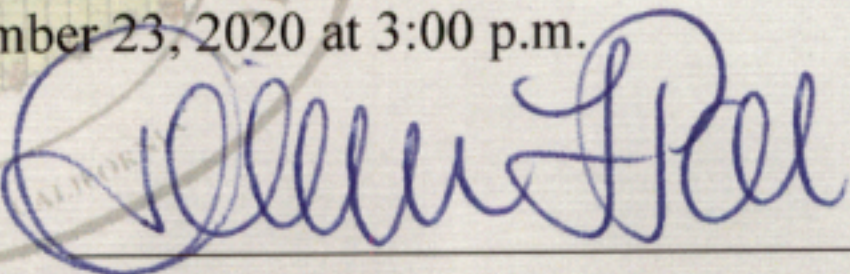
- Deposit Permit: Total Revenue for July 2020 **\$50,126.04** -. The funds were disbursed as follows:
 - San Diego County Treasury:
 - Capital Outlay \$ 2,000.00
 - General Fund \$ 33,840.04
 - Endowment \$ 9,166.00 a public trust fund with Stifel, Nicolaus & Company.
 - Pre-Need Income \$5,120.00 to Wells Fargo Bank.
- Warrant for September 2020 was signed in the amount of **\$ 95,000.00**
- Interments for July - 11

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To approve the financial and interment reports as presented; and the deposit permit for July 2020 to the San Diego County Treasury and Wells Fargo Bank.” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously



1. Next Scheduled Board Meeting

The next regular board meeting is scheduled for Wednesday, September 23, 2020 at 3:00 p.m.
Meeting Adjourned at 4:20 pm



 Denise Polito/Board Secretary

Date: 9-23-2020



 Robert Thomas /Board Vice President

I certify that a quorum was present. I hereby certify that the foregoing is a true and correct copy of the Board of Trustees Meeting held Wednesday, August 26, 2020.