

**ANTELOPE VALLEY CEMETERY DISTRICT  
LANCASTER CEMETERY**

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**BOARD OF TRUSTEES - GENERAL MEETING  
ANTELOPE VALLEY CEMETERY DISTRICT  
WEDNESDAY, DECEMBER 2, 2020, 2:00 P.M. via Zoom Conference**

**AGENDA**

- 1. Call meeting to order and attendance.**
- 2. Any emergency items to be added to the agenda.**
- 3. Grounds Crew report:** Brent Thompson
- 4. Unfinished Business:** Office remodel – handicap restrooms and asbestos need to be taken care of. October 2018 bid from Lenton Company \$361,884.19 office only + 4 months Mobile Mini rental \$3024.08 June 2019. Contacted Rob Lenton for an updated bid for partial construction.
- 5. Minutes: ACTION:** Approve minutes from the October 13, 2020 general meeting.
- 6. Financial report: Anthony Bruneau**
  - A. Financial review A/B. Review financial report/reports. **ACTION:** Approve financial reports available from 2020.
- 7. Friends of the Lancaster Cemetery:** Virtual Veterans Day video – Karla. Wreaths Across America Dec. 19, 2020 (and before) – participation plan, staggered volunteers. Lockheed Martin 2<sup>nd</sup> grant.
- 8. Correspondence**
- 9. Manager's Report**
  - A. AVCD Burials Oct/Nov 2020 (see PDF).
  - B. Insurance renewal.
  - C. Bill's Landscaping to help with headstones.
  - D. Tree trimming – Tip Top 11/23.
  - E. Eagle redone at Freedom Corner.
  - F. Morataya headstone replaced – payment in full made.

**Antelope Valley Cemetery District  
Lancaster Cemetery**

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Agenda: General Meeting, December 2, 2020

**10. New Business**

- A. Families First Coronavirus Response Act: Employee paid leave rights. Under discussion with Donna Termeer regarding Karla Archuleta.

**11. Old Business**

- A. Trustees Richard Cook and Cynthia Poole received notice of their reappointment as AVCD trustees by Supervisor Kathryn Barger on September 1, 2020. Trustee Cook sworn in by Chairman Owens on September 16, 2020. Trustee Poole needs to be sworn in. Signed paperwork needs to be sent to County.

**12. Option to Adjourn to Closed Session:** Personnel discussion and holiday bonuses/salaries. ACTION to be taken.

**13. Board comments**

14. Next meeting will be held on \_\_\_\_\_ either at the District Office or via Zoom conference.

15. Adjourn general meeting at \_\_\_\_\_.