

**ANTELOPE VALLEY CEMETERY DISTRICT
LANCASTER CEMETERY**

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**BOARD OF TRUSTEES - GENERAL MEETING
ANTELOPE VALLEY CEMETERY DISTRICT
WEDNESDAY, MARCH 17, 2021, 2:00 P.M. via Zoom Conference**

MINUTES

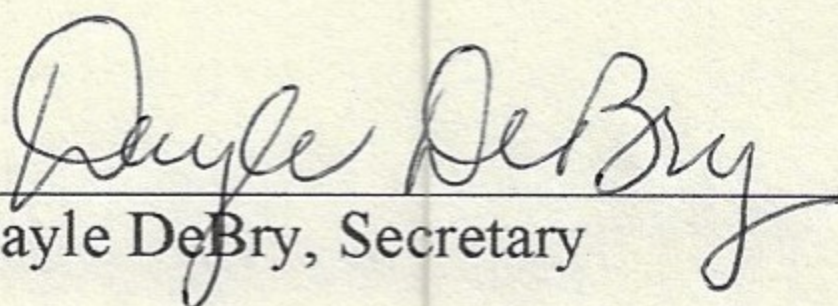
1. Call meeting to order by Chairman Owens at 1:57 p.m. In attendance were Trustee Richard Cook, Mgr./secretary Dayle DeBry, accountant A. Bruneau and guest, Congressman Michael Garcia's field representative, Jacqueline Owens.
2. No emergency items added to the agenda.
3. Comments from members of the public: Field Rep. J. Owens spoke about a new \$2 billion reimbursement program from FEMA for families who had loved ones pass away from COVID-19. Up to \$9,000 for a single burial from January 2020 – current. Applications will be online beginning April 1, 2021. More information to be sent to AVCD manager.
4. Unfinished Business: Office remodel – on hold. D/O contact City to see what pace the redevelopment funds will come in. Funds need to be put into a separate account.
5. Minutes: **ACTION:** MSC R/C C/P (C/P via e-mail) to approve Minutes from January 20, 2021 Board meeting. MSC R/C D/O to approve Minutes from February 17, 2021 Board meeting.
6. Financial report: Anthony Bruneau, financial review - Sept. 2020 report. **ACTION:** MSC R/C D/O to approve September 2020 financial report. Nadia Dickinson – KESTRA - absent. See attached letter. Warrant account request for \$10,000 3/10/2021. Received \$51,000 request.
7. Friends of the Lancaster Cemetery: Update – Two previously unmarked veterans headstones received D/O add photos to FB page. Memorial Day ceremony – plan on at the cemetery, not virtual.
8. Correspondence read and noted.
9. Manager's Report: AVCD Burials Feb/March 2021 (see PDF). Pre-needs/payments up for Jan – March 2021. Checking account balance at highest amount since manager hired. Two trees will be trimmed by Tip Top, \$2,000 April 2. D/O set up a program for trimming per month. New canopy ordered for roll-around, \$1,500. CAL/Osha COVID-19 mandatory COVID-19 Prevention Program. Check CSDA for info. Manager out of town mid-April.

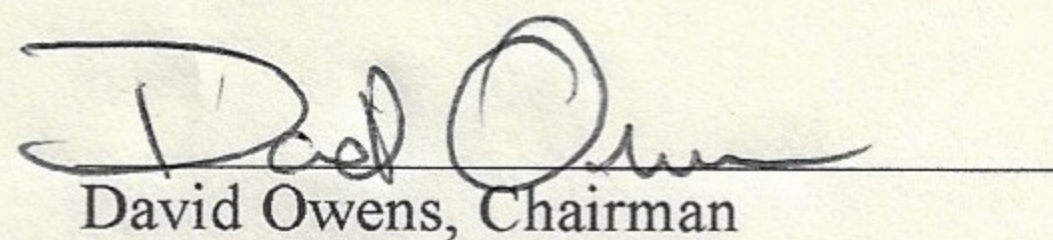
**Antelope Valley Cemetery District
Lancaster Cemetery**

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Minutes: General Meeting, March 17, 2021

10. New Business 1) Buy back discussion. Original lots purchased in 1983, contract #3024 and #3025, at a cost of \$190 each + Endowment care of \$75 each (non-refundable) = \$380 x 2. **ACTION:** MSC R/O D/O to offer to buy back two lots at \$760 for both in the Garden Section, 5-19-P and 7-19-P to William Behnke (transferred as only heir to father Harold & Edith Behnke, deceased). 2) Buy back discussion: Original lot purchased in 1976, contract #1864 at a cost of \$170 + Endowment Care \$40 and tax on liner \$2.10 (non-refundable) = \$170. **ACTION:** MSC R/C D/O offer to buy back lot in the Pioneer Section, 12-E-Walk to Harold Sanford, husband of Joyce Sanford, (deceased) at \$340.
 - A. Discussion regarding a COVID-19 memorial. D/O spoke with Ken Mann – would be appropriate. Open up to community for design. Plaques for loved ones at an undetermined cost. R/C not really interested. D/O will see if City of Lancaster is interested. What would the cost be for us?
 - B. Discussion regarding price increases on full and cremation lots. New tax rate 10.25% April 1, 2021. **ACTION:** MSC R/C D/O to raise prices as listed on attached price sheet.
11. Old Business: Form 700 – Dave Owens, Richard Cook, Dayle DeBry complete. Need Trustee Cynthia Poole's Form 700 turned in. D/D has contacted Trustee Poole.
12. Option to Adjourn to Closed Session: Enter Closed Session at 2:52 p.m. Discussion on employee salary increases **ACTION:** MSC D/O R/C to increase hourly rates by \$3 per hour for all employees, effective immediately. Return to Open Session at 2:58 p.m.
13. Board comments: None
14. Next meeting will be held on **Wednesday, May 19, 2021 at 2:00** either at the District Office or via Zoom conference.
15. Adjourn general meeting at 2:59 p.m. by Chairman Owens.


Dayle DeBry, Secretary


David Owens, Chairman