

**ANTELOPE VALLEY CEMETERY DISTRICT
LANCASTER CEMETERY**

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**BOARD OF TRUSTEES - GENERAL MEETING
ANTELOPE VALLEY CEMETERY DISTRICT
WEDNESDAY, APRIL 20, 2022, 2:00 P.M.
DISTRICT OFFICE**

MINUTES

1. **Called meeting to order at 2:02 p.m.** by Chairman Owens with Trustee Christine Ward and Manager Dayle DeBry in attendance.
2. **One emergency item added to the agenda.** 9F in the Manager's report will be a discussion on opening the east end of the cemetery.
3. **No comments from members of the public.**
4. **Unfinished Business:** Office remodel – dropped ceiling in breakroom complete.
5. **Minutes: ACTION:** MSC C/W D/O to approve Minutes from March 16, 2022, Board meeting.
6. **Financial report: Anthony Bruneau**
Financial review A/B. A/B absent. None available.
Nadia Dickinson – KESTRA. CalTRUST Investment. See Item D in New Business.
\$40,000 to Endowment Care deposited in Wealthscape Investor.
7. **Friends of the Lancaster Cemetery:** Memorial Day, Monday May 30, 9:00 a.m., need speaker and person to work the audio equipment. D/O will look for someone to work audio. Marine Corps League will be hosting the Memorial Eve program on Sunday, May 29 at 7:00 p.m.
8. **Correspondence** read and noted. CSDA General Mgr. Leadership Summit Jun 19-21, 2022, Sun-Tues, Coronado. D/O said it may be a good conference to attend with new hire Linda Blanco.
9. **Manager's Report**
 - A. AVCD Burials March/April 2022 (see PDF).
 - B. Check register for March 2022 for review (per December meeting).
 - C. New price sheet beginning April 1, 2022. Gave copies to trustees.
 - D. Reflective bollards installed at Pioneer Circle Columbaria area to prevent cars running into new niche area.

**Antelope Valley Cemetery District
Lancaster Cemetery**

Page 2 of 2

Minutes: General Meeting, April 20, 2022

9. E. Office Assistant, Karla Archuleta's last day is May 13th. New hire, Linda Blanco has been in training since April 18th.
- F. D/O we need to begin opening the east end of the cemetery as we are running out of single garden crypts. We have 36 singles remaining. D/O would like to revisit remodeling the office and adding a conference room; private area for families; metal building for garage/breakroom.

10. New Business:

- A. AV Press "AV's 2022 BEST Cemetery" award won by AVCD.
- B. Declination of coverage from Atlantic Casualty Insurance for block wall damage from January 2022. D/O revisit insurance policy in September. Possible reflectors every 20' on outside wall.
- C. Kenneth Hite plot/preneed discussion 24-E-U September 2020. Mr Hite has passed away in Oregon and will not be interred here at AVCD. **ACTION** MSC D/O C/W to approve buy back of lot 24-E-U to granddaughter Lorina Ruiz (primary beneficiary) due to death of Mr. Hite, pending death certificate proving death.
- D. CalTRUST program registration and participation recommended by Nadia Dickinson.
ACTION: Approve Resolution No. 2022-01, "Authorizing the Antelope Valley Cemetery District, a 'Public Agency' within the meaning of that term as defined by the California government code, to join with other public agencies as a participant of the Investment Trust of California, carrying on business as CalTRUST."
- E. Special Districts Risk Management Authority (SDRMA) Workers' Compensation rate hike. See letter from SDRMA.

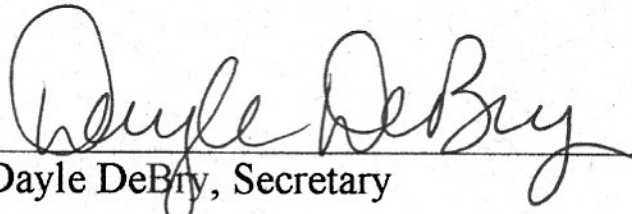
11. **Old Business** – none.

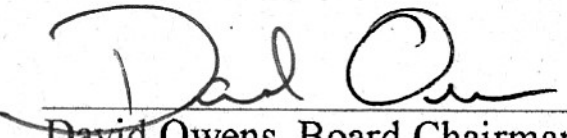
12. **Option to Adjourn to Closed Session** not taken.

13. **Board comments:** D/O will find someone to handle the audio at the Memorial Day program. Requested possible addition of QR Codes to website, Facebook page, etc.

14. Next meeting will be held on Wednesday, May 18, 2022, at 2:00 at the District Office

15. Adjourn general meeting by Chairman Owens at 3:15 p.m.


Dayle DeBry, Secretary


David Owens, Board Chairman