

Minutes of Fortuna Cemetery District

3315 Newburg Road — Fortuna, Ca 95540

Meeting held in the Equipment Shop

Monday— March 15, 2021

The meeting was call to order by Chairman — Catherine Culver at 4:02 PM

Attendance: Chairman-Catherine Culver and trustee members: Darla McGrath, Hannes Becker and Kent Wrede. Mike McGrath via phone. Also, Tony Eustedgrounds manager and Kathryn DeVere-office Manager

Community Comments: None

Consent Calendar:

Kent Wrede moved, Hannes Becker seconded to approve the minutes as drafted. Vote was unanimous. Hannes Becker moved, Kent Wrede seconded to approve the financial statement for February 15, 2021. Vote was unanimous.

Correspondence:

Jennifer peters, Assistant Risk Manager from GSRMA sent us a Cyber Liability Data Collection notification regarding liability insurance market in California.

Items for Report, Discussion and Possible Actions:

The trustees approved the revised employee handbook. Catherine Culver and Darla McGrath will meet with employees to go over the handbook and have each employee sign the AT-WILL EMPLOYMENT letter.

Kent would like to see new signs made for each of the other outlying cemeteries like the one that was made for the Rohnerville Catholic Cemetery.

Catherine Culver will work on the written plan-COVID-19.

Trustee Reports:

Darla McGrath: Darla mentioned we need to get \$20,090.00 from Edward Jones to pay the first invoice which is due in this fiscal year for the new columbarium. Catherine Culver asked Kent Wrede if he would take care of getting the money from Edward Jones. The second installment will come due after July 1st in our next fiscal year. There will at least three months until the new columbarium is installed. Darla donated a bench for the new baby section. Darla also informed the trustees and employees that Mike and Darla will be leaving our area and moving to the state of Washington at the end of April 2021. We will need to look for new trustees. Everyone thanked Darla and Mike for the time that they served on our trustee board and the work that they have done they have since been here.

Mike McGrath: Nothing to report, as Darla already mention that they will be leaving.

Kent Wrede: Will check for a wall mounted hot water heater for the shop in response to learning the existing hot water heater does not work. Also will check into a new heater for the main office.

Hannes Becker and Catherine Culver had nothing to report except what was mention above.

Grounds Manager Report:

We had 6 burials since the last meeting, 5 full burials and 1 cremation burial. For the year in 2021 we had 7 full burials land 7 cremation burials. Tony called about the dump bed for our company truck; still on back order. Regarding the new columbarium to be placed in the center of the road at the north end, Tony would like to have short curb in front of the two sections so we can paint numbers in front of the plots. Tony would like to order 16 yards of crusted gravel from Sand and Gravel for the Masonic/Odd Fellows cemeteries at Rohnerville to repair the roads. The Board of Trustees all agreed for Tony to go ahead on purchasing the gravel.

Date of next Trustee meeting: April 19 2021 at 4:00 PM

Adjourned at 5:08

Kathryn L DeVore
Office