

Minutes of Fortuna Cemetery District

3325 Newburg Road - Fortuna, Ca 95540

Meeting held in Office lobby

Monday— December 13, 2021

The meeting was called to order by Chairman — Catherine Culver at 4:03 PM

Attendance: Chairman-Catherine Culver and Trustee members: Hannes Becker and Mike & Darla McGrath via phone. Also Tony Eusted-Grounds Manager, Kathryn DeVere-office Manager and guess Loren Coty.

Community Comments: None

Consent Calendar: Hannes Becker moved, Mike McGrath seconded to approve the minutes as drafted and the financial statement from October 17, 2021 thru December 10, 2021. Vote unanimous.

Correspondence: Reviewed the dates regarding the new conference and seminars that coming up between February thru April 2022 from Public Cemetery Alliance and Golden State Risk Management Authority.

Items for Report, Discussion and Possible Action:

Darla McGrath reported that the granite shipment for the new niche landed in Vancouver and is being shipped by truck from Vancouver to Oakland, California. It will then be shipped from Oakland to Fortuna. It's the granite shell that we are waiting for. Darla will let Catherine Culver know when it will be loaded on the truck to Fortuna and shipped. The balance of \$20,900.00 will be paid from our operating account and will be reimbursed by the Edward Jones interest account when we need money for payroll and bills.

The Trustees reviewed the letter regarding the "Cost of Living Increase" to the employees effective January. Also Reviewed the letter sent to Bryan Carnahan of Goble's Fortuna Mortuary regarding the pallbearers for Full casket burials.

Mike McGrath discussed our Profit & Loss Budget vs. Actual for fiscal year 20202021 and everything looks good.

Trustee Reports:

None of the Trustees had anything to report except Catherine Culver. She will have meeting with the three employees (Tony Eusted, Jon Klinger and Kathryn DeVere) to go over the COVIA-19 policy. The meeting is scheduled for next Tuesday, December 21, 2021 at 10:30 AM in the lobby of Sunrise Cemetery office.

Grounds Manager Report:

We had 12 Burials since the last meeting (9 full casket burials and 3 cremation burials) and since first of this year-2021 we have had 32 full burials and 45 cremation burials. Jon and I have been placing headstones that have come in.

Date of next Trustee meeting: Monday, January 10, 2022 @ 4:00 PM

Adjourned at 4:47 PM

A handwritten signature in cursive script, appearing to read "Kathryn De Vere". The signature is written in dark ink and is positioned below the text "Adjourned at 4:47 PM".