

Board of Trustees

Mark Franey
Tanya Gordon
Mark Vasquez
Victor Keaton

Barstow Cemetery District
Mtn. View Memorial Park
37067 Irwin Rd.
P.O. Box 1033 Barstow, CA 92312
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(760) 256-2797

OPEN TO THE PUBLIC
Emily Barry Helm
Interim General Manager

Board of Trustees
Regular Meeting Minutes
Special Meeting

Thursday, August 17, 2023, 10:00 a.m.

Call To Order:

1. The Board of Trustees Chairperson, Mark Franey, called the Regular meeting of the Barstow Cemetery District to order at 10:00 AM on Thursday, August 17, 2023. Board Members present at roll call were Vice-Chairperson Tanya Gordon, Trustees Mark Vasquez, and Victor Keaton.
2. All present stood and recited the pledge of allegiance.
3. Notice of changes to Agenda items: None

Public Comments:

1. Cecelia Cordova, representing the Public/Friends of the Barstow Cemetery Facebook group; Comments were as noted: Are "Special Meetings" able to be readdressed at Regular meetings, how will available future positions be posted for the public information, what is the policy on posting meeting minutes, and is the maintenance of grass on the cemetery grounds written specifically in the contract when purchasing cemetery Burial Rights?

Consent Calendar:

1. None

General Manager Reports:

1. An overview of items was discussed including the Cemetery's financial direction, San Bernardino County requirements, equipment purchases, building repairs, possible outside contracting of Landscaping company to aid in the large monthly maintenance items, digitizing all documents, and addressing contract verbiage concerning Cemetery grounds/site maintenance.

Action and Information Items:

1. Unfinished Business: None
2. New Business:
 - a. Adoption of final Budget for FY 2023.2024, due to San Bernardino County by August 21, 2023. Motion to Adopt the Final Budget for FY 2023.2024 as presented by Tanya Gordon and seconded by Victor Keaton.
All In Favor:
Mark Franey: Aye, Tanya Gordon: Aye, Mark Vasquez: Aye, Victor Keaton: Aye

Items for Future Agenda:

- a. None

Cemetery Board and Employee Comments:

- 1. Mark Franey: Chairperson Franey thanked the Board members for “stepping up” to fill in while waiting for new Interim General Manager to star.
- 2. Tanya Gordon: Vice Chair Gordon announced that the Barstow Community Hospital granted the Cemetery’s request of a \$5000.00 donation to aid in the purchase of an electric vehicle. Mrs. Gordon suggested that the check could be presented at the next Regular meeting on September 13, 2023.
- 3. Mark Vasquez: Trustee Vasquez is currently working on obtaining a local company to deliver the DG for the next phase of the Landscaping Project.
- 4. Victor Keaton: Trustee Keaton is waiting on DCB to review a grant aiding in the cost of purchasing a new lowering device.

Announcements:

- 1. None

Closed Session:

- 1. None

Adjournment:

- 1. Motion to Adjourn at 10:39 AM: Victor Keaton
Second: Tanya Gordon
All In Favor: Unanimous
- 2. The next meeting of the Board of Trustees will take place on September 13, 2023, in the Community Room of the Cemetery at 1:00 PM.

Minutes submitted by:

Emily Barry Helm, Interim General Manager, Barstow Cemetery District

Accepted after Board Approval by:

Mark Franey, Chairperson
Barstow Cemetery District