

TRUCKEE CEMETERY DISTRICT REGULAR MEETING MINUTES 3/7/16

1. Call to Order: Chairman Ed Czerwinski called the meeting to order at 2:09 pm.
2. Roll Call:
 - a. Present: Eric Larusson, Clare Aguera, Sharon Arnold, Ed Czerwinski, Archivist Chaun Mortier, IT Consultant Greg Zirbel, Assistant Caretaker Joe Aguera, Secretary Tricia Cook
 - b. Absent: none
 - c. Public:
3. Public Input: none
4. Consent Calendar:
 - 5.1) Minutes 2/1/16
 - 5.2) Warrant Request TR0316
 - 5.3) Aguera motioned to approve the above with warrants in the amount of \$2048.46, Arnold seconded, motion passed.
5. Discussion Items:
 - 5.1) Secretary/Treasurer report: Tricia Cook reported the 2014/2015 audit was done; next audit will be for FYEs 2016/2017 and will be prepared after 6/30/17.
 - 5.2) New Burials: 2/27 Cabrera-Alvarez Secretary will still need grave location and payment from Joe Murray
 - 5.3) Correspondence: no discussion
 - 5.4) Assistant Caretaker report: Joe Aguera reported.
 - 5.5) Archivist report: Chaun Mortier reported.
 - 5.6) IT report: Greg Zirbel reported.
6. Open Items:
 - 6.1) Website: Chaun Mortier reported. She will send a link to the Trustees of the website before it goes live for their review, comments, and input.
 - 6.2) Interment Order Form: After discussion it was decided Greg Zirbel will present final copy at next meeting for approval.
 - 6.3) Ad for Trustee replacement: Secretary will send correspondence to county indicating no preference in applicants; will defer to Richard Anderson's and the Board of Supervisors decisions. Secretary will send additional correspondence to Mr. Anderson requesting the opportunity to send future potential applicants a packet of information.
7. New Business:
 - 7.1) Memorial Day Planning: Aguera reported participants she will contact. Eric Larusson will have an ad placed in the Sierra Sun. Information will also be placed on social media.
 - 7.2) Perennial warranty/ water leak: Secretary will send correspondence to Cody at perennial re-iterating the issue of the leak, the communication with Cody in the fall, and the need to resolve the leak before the warranty expires.

- 7.3) New Caretaker: Greg Zirbel will place the ad on Craig's list and various other electronic media. Larusson will contact his resources. Aguera will call overhead door to change code on caretaker's shed.
8. Trustee Update:
- 8.1) Czerwinski commented that the 2016 landscape maintenance contract was received from Rock and Rose after the agenda was posted, Secretary will email to board for discussion and approval at the April meeting or possibly before if necessary at a special meeting.
9. Calendar: the next meeting will be Monday, April 4, 2016 at 2pm at the TDPUD Conference room.
10. Adjournment: The meeting adjourned at 3:20 pm.

Respectfully Submitted,

Tricia Cook, Secretary

Edmund Czerwinski, Chairman