

APPROVED: [Signature]
DATE: 8/19/24

MINUTES

**EL RANCHO SIMI CEMETERY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES**

July 10, 2024
2:00 pm

**MEETING LOCATION: Office of 4th District Supervisor Janice Parvin
County of Ventura
980 Enchanted Way, Suite 203
Simi Valley, California 93065
(805) 955-2300**

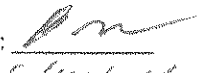
1. CALL TO ORDER at 2:02 pm by Trustee Ronald Cammarata
2. ROLL CALL –

WILLIAM SAUNDERS	Chairperson	Absent
JUSTIN HONSINGER	Vice-Chairman	Absent
RON CAMMARATA	Treasurer	Present
PAULA RYAN-APUZZO	Trustee	Present
STEVE FRANK	Trustee	Present

3. AGENDA REVIEW– NO CHANGES
4. APPROVAL OF MINUTES – Regular Meeting – June 12, 2024
A motion was made to approve the minutes
Moved by Trustee Frank
Seconded by Trustee Ryan-Apuzzo
VOTE: 3:0
5. PUBLIC COMMENTS –
Mrs. Teresa Jordan
6. Treasurer – Report and Presentation of current Financial Statement–

Trustee Cammarata updated the board on the following items:

- We are a month behind in financial statements
- Through May we have a profit of \$25,853
- Cash is about the same as last year
- We will have three audits to go through next year
- We had negative revenues in May because of some refunds and no revenue came in
- We are behind on filing our State financial information for last year
- Trustee Cammarata stated that he still needs to file his Ethics Training
- The classification of our expenses is not great, but we are working with the CMS on how to correctly code things
- Trustee Cammarata also stated that he would like to implement a discussion of the credit card statement along with the warrants at each meeting
- Trustee Frank asked if the discussion of the credit card statements will be broken down into categories?
- Trustee Cammarata responded that he would like to discuss each charge

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- Trustee Frank had questions regarding the preliminary budget that was distributed, and it was discovered that there were columns missing, the CMS will make the corrections and then distribute a corrected copy to the board prior to the next meeting
- Trustee Cammarata stated that he is still working on completing his Ethics Training

7. MANAGER'S REPORT – CMS gave a verbal report on the following current issues

- The CMS informed the board that a comparison table outlining the revenue from this year compared to last year has been added to the report
- The CMS explained to the board that the Non-Residency requirement is one of the main reasons that may be affecting the low revenue

8. CORRESPONDENCE - Distribution and Review

9. OLD BUSINESS

a) Annual Budget Review –

Trustee Cammarata informed the board that the budget still needs to be worked on and will be ready to vote on by the next meeting

10. NEW BUSINESS –

a)

11. WARRANTS -

A motion was made to approve the Warrants

Moved by Trustee Frank

Seconded by Trustee Ryan-Apuzzo

VOTE: 3:0

12. COMMENTS BY TRUSTEES

Trustee Frank - My wife and I are part of a group for special educators, and we have a monthly dinner. Last Saturday night, we had our monthly dinner, and during the conversation, the topic of death and burials came up. My wife mentioned that I serve on the cemetery board, and two of the ladies present mentioned that the cemetery used to look bad for years, but now it has really improved and become a nice place. I wanted to share this to give an idea of how the community, who is not involved in what we do, perceives our work. Trustee Cammarata then mentioned the progress we've made, such as the Memorial Wall, the Veteran's Wall, and the efforts to maintain the grounds and plant flowers. Trustee Frank noted the importance of the community recognizing these improvements. Trustee Ryan-Apuzzo added that she also hears from the community that it is now a nice place to be buried, unlike before when there were many complaints.

13. CLOSED SESSION –

- Personnel Review
- Cemetery Expansion Review and Discussion

NO REPORT

14. ADJOURNMENT – at 2:41 pm

Next meeting:

August 14, 2024, at 2:00 p.m.

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Regular Meeting Minutes
July 10, 2024