

MOUNTAIN VIEW CEMETERY BOARD MEETING MINUTES

A. CALL TO ORDER

Cemetery Board meeting of Tuesday, April 11, 2023 was called to order by Judi Roland at 2:01pm.

Members present: Judi Roland, Arnie Galli, Jeanne Hicks, Robert Rakos & Tim Pierce

Staff present: Daryl Faber & Immer Chevalier

B. NOMINATION FOR CHAIRPERSON AND VICE CHAIRPERSON

Judi Roland was nominated for Chairperson and accepted. Arnie Galli was nominated for Vice Chairperson and accepted.

C. APPROVAL OF MINUTES

Minutes from meeting on Tuesday, October 11, 2022 were reviewed, no corrections or additions were made and a motion was made, seconded and unanimously passed to approve as printed.

D. Old Business

- *New Management* – After Craig Hudson's departure, a search was made internally and externally and Immer Chevalier was offered the position as cemetery manager due to her skills, efforts and staff support.
- *Maintenance Workers I* - Two new Maintenance Workers I were hired at the end of 2022, Sierra McLean and Alex Burlakov. David Partridge, who worked for the cemetery for 16 years, left for a little while to explore the funeral home industry but after a few months he decided that his passion was working outdoors. The cemetery had a position open and due to his experience and skills the city considered and approved to bring him back after a couple of months.
- *Deer at Centennial Viewpoint Park* – The bronze art piece was stolen the last weekend in March. There is an insurance claim and there are plans to replace it.
- *Easter Sunrise Service* – Messiah Lutheran Church in Auburn conducted the service. Easter Sunday was raining, setting up started at 5am and service began

at 6:30am. About 50 people attended the service. Canopies, bleachers, water bottles and donuts were provided by the cemetery. Service was about 45 minutes long.

- *Chapel of Memories Gutters* – Guardian Roofing and Gutters were contracted to replace the Chapel of Memories gutters and guards. The cost was about \$5,200 with a 1-year warranty on workmanship.

E. New Business:

- *New Administrative Specialist* – After an internal and external search, the city hired April Shank Cerio as the new Administrative Specialist. She worked at Hill Funeral Home as an Administrative Lead for 25 years. She will be starting April 17.
- *Seasonal Employees* – Two new seasonal employees were hired. Kenjiro Goodson started the second week of April. Kenjiro has a bachelor's degree and is planning on going back to college in September. Dylan Spader, has worked as a seasonal in the past and this will be his third year at the cemetery. He will be starting on April 20.
- *Pioneer Cemetery* – Two Upright Monuments have been sold at Pioneer Cemetery providing a revenue of over \$20,000. One monument has been done so far this year.
- *New Mower and Backhoe* – The cemetery should be receiving a new John Deere Mower at the end of April. The new John Deere Backhoe Loader is expected to arrive mid-July. The existing backhoe will be given to Parks.
- *Forest Walk Phase III* – Daryl Faber appointed Thaniel Gouk who is the city's Park Planning & Development Manager as the project manager for this phase. Daryl, Thaniel and Immer met with Fred Glick LA Professional Services and he provided a proposal. About 12 trees were removed from the area in preparation for the landscaping.
- *Tree Struck by Lightning* – Lightning struck one of the trees between the Mausoleum and Memory Meadows. All wiring throughout the cemetery was compromised. There is damage on main irrigation lines, power boxes and irrigation boxes. The tree was removed, fence was repaired and debris was cleaned up from the grounds. These damages were not covered by the insurance.

- *Mountain View Drive Trees* – The Vegetation Department contacted the cemetery about 9-10 trees on Mountain View Drive that needed to be addressed. Thundering Oak Enterprises will remove the trees on April 27.
- *Security / Cameras* – The cemetery is considering cameras and security doors for the Chapel of Memories due to vandalism.
- *DEI Education Session* – All the boards that Daryl Faber oversees are invited to participate in this session. It will take place the first Tuesday in June. There will be a 20 minute walk through for the portion of the museum and about one hour to the history of Auburn.

F. REPORTS

- *Budget Update* – The first three months of the year have been good especially March which ended with \$203,700. The revenues come from pre-need sales, at-need sales and markers.

SALES 2023

Cemetery Sales	January	February	March
Month-To-Date Receipts	\$ 188,170.89	\$ 145,229.40	\$ 203,700.16
Ground Plots	15	16	10
Cremation Plots	6	3	5
Niches	2	3	8
ForestWalk Ossuary			
Extended Land Use	1	2	2
Markers	16	9	18

Total Placements	26	19	25
Cremation	11	9	10
Ground Burial	15	10	15

SALES 2022

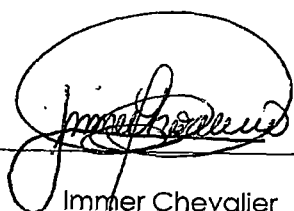
Cemetery Sales	October	November	December	Year Totals
Month-To-Date Receipts	\$ 181,322.60	\$ 117,084.57	\$ 105,466.82	\$ 1,881,616.10
Ground Plots	12	7	17	132
Cremation Plots	4	2	1	26
Niches	1	2	1	57
ForestWalk Ossuary				1
Extended Land Use	1	1	1	23
Markers	22	8	5	165

Total Placements	38	23	23	331
Cremation	25	9	9	179
Ground Burial	13	14	14	152

G. ADJOURNMENT

The chairperson adjourned the meeting at 3:07pm.

Approved



Imnier Chevalier
Cemetery Manager

Date May 26, 2023