

**HOPLAND CEMETERY DISTRICT**  
**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES**  
**TUESDAY, FEBRUARY 7, 2023**

The meeting of the Board of Trustees for the Hopland Cemetery District was called to order Tuesday, September 11<sup>th</sup>, 2022 at 5:52pm by Trustee Cole.

**PRESENT:** Katharine Cole, Joan Norry, Yvonne Boyd, Nina Kaiser, Trustees

**PUBLIC IN ATTENDANCE:** None

**AGENDA AND MINUTES OF THE PREVIOUS MEETING:** Approved Unanimously.

**ONGOING BUSINESS – REPORT OF THE PRESIDENT:**

1. **LAFCO:** Trustee Cole met with Lafco Executive Director regarding the viability of putting the Inland Cemetery Districts under one General Manager and share budgets. She advised this would be very time consuming. She suggested contacting the various other Cemetery districts inland regarding possible inter-cemetery agreements to share maintenance costs first. She also advised all the districts, other than Willits and Ukiah, have been operating at a loss due to fact tax proportionments have not been increased to meet current financial needs. Trustee Norry advised the water district has a similar situation, sharing utility personnel between the districts. The Lafco also mentioned perhaps getting assistance from the Mendocino Historical Society. I informed her I met with their director and he was more focused on increasing the historical information for Hopland and was not receptive to any financial support.
2. **TRUSTEES/BOARD VACANCY:** While researching, I noted that the County had simply renewed retired Trustee Bob Kieffer to the board on their website, which resulted in a no-vacancy notice effectively closing down access for anyone interested in joining the board, to the application forms online. I contacted Bob Kieffer and said he probably needed to submit some official resignation to the County. Within a week, he contacted several County officials directly emphasizing he was not a current board member and there indeed, is a vacancy.

**BUDGET REPORT – Trusee Kaiser:**

1. Our required audit and report have been completed. The Auditor will be invoicing us for this bi-annual requirement.

2. We need to pay for the tree removal (Murray). Also the most-recent budget report from the Auditor-Controller's office does not reflect donations received. Cole said she would contact them for clarification on this.
3. The annual report to the State re no-employees, etc. She noted we will need to begin putting together the 2023-24 budget at our upcoming meetings.
4. Kaiser inquired as to the necessity of having independent insurance to cover the Trustees, a large annual expense, or is/does the County already carry insurance. Norry noted if the County already covers us, this expense could be put to maintenance use.

**WATER UPDATE – TRUSTEE NORRY:**

Norry advised there is a leak happening and it may be between Hwy 175 and our Old River Road connection. If it is our valve, we will need to pay for repairs. Norry advised once the rainy season has ended, the leak should be much easier to assess.

**GENERAL BUSINESS UPDATE:**

Gene Murry removed the hazard tree which fell across several plots, and created a burn pile which he said he would include in his fees but burn in Spring.

Trustee Boyd advised us to keep our current website vs. a free option at this time. Cole advised it remains in the budget, along with the PO Box annual fees.

**NEW BUSINESS:**

1. Clean up dates were set for the year to be every THIRD SATURDAY:
  - a. March 18; June 17<sup>th</sup>; October 21<sup>st</sup>. We will post timely prior.

**PUBLIC COMMENT:** None present

**NEXT MEETING:** Tuesday, 13<sup>th</sup>, 2023 at 5:30pm at the Cemetery. Zoom option/phone option always available.

Meeting adjourned 7:08pm.