

**NEWCASTLE, ROCKLIN, GOLD HILL CEMETERY**  
**District Office, 850 Taylor Road, Newcastle, CA 95658**  
**Minutes for the Regular Meeting held April 21, 2020**  
The agenda was posted on Thursday, April 15, 2020

**A. CALL TO ORDER**

Chairman Gordon Takemoto called the meeting to order at 7:00am.

**B. ROLL CALL**

Trustees Present - Leonard Orsolini

Teleconference - Mark Riemer (home), Roy Hebard (home), Gordon Takemoto (home), Bill Anderson (home)

Staff Present - Harley Forrey and Laurie McAfee (Teleconference)

Absent - None

Guests - None

**C. PUBLIC COMMENT**

None

**D. CONSENT AGENDA**

1. Approval of Minutes for the Workshop Meeting on March 10, 2020.
2. Approval of Minutes for the Regular Meeting on March 17, 2020.
3. Approval of payment of March 2020 bills in the amount of \$11,523.67.
4. Approval of transfer of March 2020 Income to County in the amount of \$16, 905.58.

A motion was made by Mark Riemer to approve all items on the Consent Agenda. Roy seconded. All in favor, motion carried.

**E. MANGERS REPORT**

1. Update on 457 Retirement Plan- Item will be discussed during the Budget Meeting and later presented to the Board.
2. Budget Meeting - The first budget meeting is still scheduled for May 12, 2020 and will be attended via conference call by all but Harley Forrey.

April 21, 2020

**F. BOARD DISCUSSION & POSSIBLE ACTION ITEMS**

1. Property development at Newcastle and Rocklin Cemetery - No action at this time.
2. COVID-19 and Staff update - At the advise of our attorney, Harley requested that a resolution to adopt the "Cemetery Essential Maintenance Standards" he provided. Roy made a motion to approve the resolution and the "Cemetery Essential Maintenance Standards" as presented. Bill seconded. All in favor, motion carried.

**G. REVIEW OF CORRESPONDENCE TO THE DISTRICT**

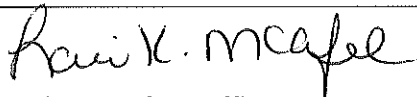
None

**H. TRUSTEE QUESTIONS & COMMENTS**

- I. **ADJOURNMENT** - Roy made a motion to adjourn the meeting. Bill seconded. All in favor, motion carried. Meeting adjourned at 7:13am.

  
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Leonard Orsolini, Vice Chairman

  
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Laurie McAfee, Office Manager