Due to the size of the Cemetery Office, we will be able to hold our meeting and maintain more than a 6 foot physical distance. Masks are required.

TOWNSHIP #2 CEMETERY DISTRICT REGULAR MEETING LOCATION – Cemetery Office, 500 S. Church Street, Ione CA 95640 Thursday, February 11, 2021 – 3:00 PM

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL

Don Smith, Chairman Pamela Bennetts, Vice Chairman Larry Slayton, Secretary Tom Reed, Treasurer Judy Allen, Director

Staff present:

- C. PUBLIC PRESENT
- D. PUBLIC COMMENT: EACH SPEAKER IS LIMITED TO 5 MINUTES

NOTE: This is the time for members of the public who wish to be heard on matters that do not appear on the Agenda. Persons may address the Board at this time on any subject within the jurisdiction of the Township #2 Cemetery District. Public comment is limited to 5 minutes per person.

Is there any person who wishes to address the board at this time?

- E. MINUTES of the January 14, 2021 regular meeting
- F. FINANCIAL REPORT
- G. OFFICE MANAGER'S REPORT
- H. GROUNDS MANAGER'S REPORT

Notice to the public: The public may comment on any agenda item before a vote. Limited to 5 minutes per person

- I. UNFINISHED BUSINESS
 - a. Election of 2021 Officers
- J. NEW BUSINESS
- K. CLOSED SESSION
 - a. Personnel: Report and possible action on new office manager applicants
- L. ADJOURNMENT

REGULAR TOWNSHIP #2 CEMETERY DISTRICT MEETING LOCATION – Cemetery Office, 500 S. Church Street, Ione CA 95640 Thursday, January 14, 2021 – 3:00 PM

MINUTES

A. CALLED TO ORDER at 3:03 1

- B. ROLL CALL
 - 1. □ Don Smith [Excused Absence]
 - 2. ⊠ Judy Allen
 - 3. ⊠ Larry Slayton
 - 4.

 Tom Reed
 - 5. ⊠ Pamela Bennetts

Staff present: ⊠ Carole Meltzer ☐ Rich Curran

- C. PUBLIC PRESENT: Alice Slayton
- D. PUBLIC COMMENT: None
- E. MINUTES of the December 10, 2020 regular meeting
 - 1. Motion by Tom Reed to accept the minutes as read; 2nd by Pam Bennetts; 4 Ayes 0 Noes
- F. FINANCIAL REPORT
 - 1. Expenditures 11/20/20 \$5,387.45 12/23/20 \$4,218.25
 - 2. General Account Balance 12/22/2020 \$115,247.75
 - 3. Endowment Fund Balance 12/22/2020 \$60,345.54
 - 4. Special Project Reserve (Columbarium) 12/22/20 \$62,389.86

Motion to accept the financial report by Larry Slayton; second by Judy Allen; Ayes 4 Noes 0

- G. OFFICE MANAGER'S REPORT
 - 1. Credit Card POS has been approved through AllPaid at 2.65%
 - 2. Plot Sales: 1 double nich
 - 3. Burials for month -1
 - i. Casket: 1
 - ii. Cremains: 0
- H. GROUNDS MANAGER'S REPORT No report
- I. UNFINISHED BUSINESS
 - 1. Hiring committee set date for application review 3-3-2021
- J. NEW BUSINESS
 - 1. Election of officers continued to February meeting.
- K. ADJOURNMENT
 - 1. Motion by Pam Bennetts to adjourn 3:27; 2nd by Judy Allen Ayes 4 Noes 0

Submitted by Township #2 Cemetery Secretary, Larry Slayton

Financial Report

JULY-D	DEC		91.67%	8	33.33%	75%	66.67%	58.33%		50%			
Acct #	Account	Budget	Jul		Aug	Sep	Oct	Nov		Dec	Bala	ance Jul-Dec	Remain Budg
50100	Salary	\$ 31,900.00	\$ 2,788.73	\$	2,529.94	\$ 1,969.88	\$ 2,394.76	\$ 2,425.65	\$	1,954.43	\$	17,836.61	55.91%
50310	FICA	\$ 2,480.00	\$ 213.34	\$	193.54	\$ 150.71	\$ 183.19	\$ 185.57	\$	149.52	\$	1,404.13	56.62%
50400	Group Insurance	\$ -	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-	\$	-	
50500	Worker's comp	\$ 1,950.00	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-	\$	1,950.00	100.00%
50600	Unemployment	\$ -	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-	\$	-	
	Total Employee Exp	\$ 36,330.00	\$ 3,002.07	\$	2,723.48	\$ 2,120.59	\$ 2,577.95	\$ 2,611.22	\$	2,103.95	\$	21,190.74	58.33%
51000	Agricultural/Landscaping	\$ 7,000.00	\$ -	\$	87.00	\$ 1,139.00	\$ -	\$ 1,052.00	\$	87.00	\$	4,635.00	66.21%
51110	Clothing & Per Supp	\$ 250.00	\$ 25.71	\$	-	\$ 12.97	\$ -	\$ -	\$	-	\$	211.32	84.53%
51500	Ins	\$ 3,700.00	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-	\$	3,700.00	100.00%
51700	Main: Equip	\$ 1,000.00	\$ 19.72	\$	-	\$ 40.85	\$ 166.42	\$ 10.77	\$	192.35	\$	569.89	56.99%
51800	Main: Bldgs/Improv	\$ 1,200.00	\$ 175.76	\$	368.22	\$ 178.65	\$ 34.95	\$ 357.73	\$	52.28	\$	32.41	2.70%
52200	Office Supp	\$ 1,800.00	\$ 459.29	\$	76.50	\$ -	\$ 23.58	\$ -	\$	-	\$	1,240.63	68.92%
52300	Prof & Spec Serv	\$ 12,000.00	\$ 1,755.00	\$	135.00	\$ 405.00	\$ 55.00	\$ 87.00	\$	445.00	\$	9,118.00	75.98%
52328	Audits	\$ 6,250.00	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-	\$	6,250.00	100.00%
52364	Conferences	\$ 1,200.00	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-	\$	1,200.00	100.00%
52400	Publications/Legal Notice	\$ 750.00	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-	\$	750.00	100.00%
52483	Stipends	\$ 6,000.00	\$ -	\$	400.00	\$ 400.00	\$ 300.00	\$ 400.00	\$	500.00	\$	4,000.00	66.67%
52500	Rents, Leases, Equip	\$ 500.00	\$ -	\$	-	\$ -	\$ -	\$ 158.70	\$	-	\$	341.30	68.26%
52700	Minor Equip	\$ 1,500.00	\$ -	\$	-	\$ -	\$ 26.93	\$ -	\$	8.18	\$	1,464.89	97.66%
52800	Spec Depart Exp	\$ 500.00	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-	\$	500.00	100.00%
53000	Utilities	\$ 6,500.00	\$ 523.22	\$	808.67	\$ 694.72	\$ 698.95	\$ 710.03	\$	368.44	\$	2,695.97	41.48%
	Total Serv/Supp	\$ 50,150.00	\$ 2,958.70	\$	1,875.39	\$ 2,871.19	\$ 1,305.83	\$ 2,776.23	\$	1,653.25	\$	36,709.41	73.20%
56110	Bldgs & Improv	\$ 1,500.00	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-	\$	1,500.00	100.00%
56180	Capital Improv Maj Proj	\$ 16,000.00	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-	\$	16,000.00	100.00%
56200	Equip	\$ 1,000.00	\$ -	\$	-	\$ -	\$ -	\$ -	\$		\$	1,000.00	100.00%
	Total Fixed Assets	\$ 18,500.00	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-	\$	18,500.00	100.00%
	TOTAL ALL CAT.	\$ 104,980.00	\$ 5,960.77	\$	4,598.87	\$ 4,991.78	\$ 3,883.78	\$ 5,387.45	\$:	3,757.20	\$	76,400.15	72.78%

	BALAN	ICES			REVENUE						
AS OF	GEN ACCT/E	ndow	added since	e previous b	alance			Tota	l Revenue	Pro	j Reserve
8/6/2020	\$ 169,570.93	\$ 59,013.34	End of fiscal	year 19-20						\$	20,975.15
8/31/2020	\$ 122,700.85	\$ 59,430.08	Int \$894.63;	IVMD \$400;	Misc \$488.75			\$	1,783.75	\$	61,053.48
9/23/2020	\$ 119,075.43	\$ 59,430.08	IVMD \$400;	Misc \$50				\$	450.00	\$	61,053.48
10/28/2020	\$ 116,640.59	\$ 59,655.08	IVMD \$400;	Misc \$1175				\$	1,575.00	\$	61,053.48
11/23/2020	\$ 114,522.17	\$ 60,345.54	Misc \$2,220	; CurrUnsec \$	1,312.89; Int	\$1,189.27; 1	/MD \$400	\$	5,122.16	\$	62,389.86
12/22/2020	\$ 115,247.75	\$ 60,345.54	CurrSec\$5,8	53; IVMD\$40	00			\$	6,253.00	\$	62,389.86
1/31/2021	\$ 161,569.87	\$ 60,345.54	CurrSec\$48,	679.89; StHC	Prop\$180.58	IVMD \$400		\$	49,260.47	\$	62,049.86
							TOTAL	Ś	64,444.38	\$	62,049.86
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