

Vacaville- Elmira Cemetery District Board of Trustees, February 6, 2024

Chairman Rushford called the meeting to order at 4:02pm.

Present: Rushford, Wigmore, Steck, and Dorjahn. **Also present:** Alicia Adema, Vacaville resident

Staff Present: Strachan, Franco, and Sanchez.

Rushford stated we would have Ms. Adema speak first instead of waiting for the public comments section at the end of the meeting.

Public Comments: Ms. Adema states that she wanted to know our specific policies regarding flower/decoration removal. Board members deferred to Strachan to answer the question. Strachan shared that as she had previously discussed with Ms. Adema, the policy is posted on the grounds in three places, although admittedly at the time of this meeting one sign was missing due to delays at Cimico signs in making the replacement. Strachan thanked her for pointing out that it was not as specific in our Rules and Regulations as it is on the signage, which is why Strachan added that to the agenda so the board could vote on updating the R&R's. The policy is, holiday decorations and/or flowers will be removed by the second week after the holiday, with the exception of Christmas decorations that are left until the third week of January. In that third week of January a clean sweep is done and all holiday decorations, unauthorized decorations and old, unsightly and tattered silk flowers are also removed and disposed of. Strachan states that this has been enforced since 1993 when our decoration policy was first established however she changed the "clean sweep" after Christmas to the third week of January when it was previously done in the last week of January or the first week of February, depending on our schedule. Ms. Adema said that she was very upset by this because she spends a lot of money on floral decorations. Sanchez told Ms. Adema that if she can't come to pick up her holiday decorations in time, call and she will gladly hold on to them for her until she can come in. Ms. Adema also shared concerns about public safety on the grounds when a service is held at our chapel. She stated that because cars park on both sides of the main road it makes it difficult for other cars to drive through and there should be cones that block people from entering the main road. Strachan states that we do place three cones. The middle cone has a two-way arrow showing people to turn left or right and to not continue forward. The funeral procession is led around that way and once the service is near ending, the middle cone is removed so that cars can pull out and drive through to exit as needed. Franco confirmed that this is a step he and the crew do with the grave set-up. Ms. Adema asked about how we dispose of flags that are put out for the holidays. Strachan shared that two different volunteer groups place the flags for Memorial and Veteran's Day and they also pick them up. Any other flags that are placed by families are removed and placed in a bin by the water tower for collection. The bin is emptied into the dumpster approximately once per month. Ms. Adema stated that she finds it disrespectful to throw the flags in the trash. Discussion. Strachan offered to mail Ms. Adema the updated copy of the Rules and Regulations. Ms. Adema informed the board that she will be attending our meeting in April so that she can hear what they have done to address her concerns. Strachan informed her of the meeting date and time. Rushford thanks Ms. Adema for her attendance and she exited. Steck asked Strachan about flag disposal. Wigmore states the "stick flags" aren't considered proper flags. Strachan agrees and shared that once our proper, full-size American flags that are flown on our flag poles get tattered or faded we take them and drop them off at the Veteran's Hall flag drop-box on Merchant Street.

Minutes: Steck moved to approve minutes for December, Dorjahn seconded.

Claims: Wigmore moved to approve claims for December, Steck seconded. Wigmore moved to approve claims for January, Steck seconded.

Correspondence: 1. CA Special districts magazine: Strachan shared that this year they sent copies of the new laws for 2024 that affect Special districts. She shared that there was an article about special districts being forced to sell surplus land. She didn't have a chance to read the full article but states it does not affect our land on Pleasants valley Road. 2. SID newsletter: Strachan passed the newsletter to the board.

Old Business: 1. Bank change: Strachan says the process has been a little slower than anticipated due to some issues with the merchant service account but that so far first Northern has been great.

New Business: 1. 700 forms: Strachan stated it's that time of year for these forms to be signed as they are due before our next board meeting. 2. Rules and Regulations update: Strachan states that although the signs have been posted on the grounds for over 30 years, that we should have the decoration policy specified in our printed rules and regulations. Strachan hands out copies of the requested changes. In addition to listing the decoration policy, Strachan wants to add in verbiage stating that EZ-ups, BBQ's and open flames (candles etc.) are not permitted and bands are only permitted the day of the burial. Discussion. Rushford moved to approve updating the rules and regulations as requested, Wigmore seconded.

Ayes: 4 Noes: zero

3. CAPC conference: Strachan states the conference is in San Diego this year if anyone is interested in going to let her or Sanchez know so we can register them.

Public Comments: see previous

Trustee Comments: None

Staff Comments: Stachan mentioned we had the most burials last year since she began working here. 230 total and 111 of those were cremations. Strachan also mentioned in January we had 19 and 8 of those were cremations.

Adjournment: Having no further business to discuss, Rushford moved adjourned at 4:57pm.

Respectfully submitted by Klorisa Sanchez Secretary to the board.