

LINDSAY-STRATMORE PUBLIC CEMETERY DISTRICT
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January 15, 2020

The meeting was called to order on January 15, 2020 at 4:40 p.m. in the Lindsay-Strathmore Cemetery District office by Director Dennis Medders. In addition to Director Medders, in attendance were David Farnsworth, C.P.A., Director Jeff Tienken, Director Dale Rains and Cemetery Manager Brenda Altermatt. Director Rains made the motion that the December 2019 minutes be approved. Director Tienken seconded the motion. With all in favor, the minutes were approved.

There were no public comments.

Audit Report/Fraud Prevention: Director Medders welcomed Mr. Farnsworth to LSCD and in respect of his long drive home this evening, Mr. Medders requested that he give his Audit report and Fraud Prevention presentation at this point in the meeting. In addition to providing each attendee with a communication letter and printed financial statement, Mr. Farnsworth also prepared a power point demonstration of his Audit findings. When he concluded, the Board members expressed to him their appreciation of this visual display of his report. He then progressed to discussing Fraud Prevention with them, again using power point. Mr. Farnsworth concluded his presentation and after some interaction and discussion, the Board members thanked him for his report and he excused himself.

The meeting continued with reviewing and paying the current bills. Also examined were the ones that required payment prior to the meeting. The total bills for December 2019 were: Salaries \$15,834.64; Water/Grove Care \$8,627.91; remaining expenses \$19,370.78. Income for December was \$19,402.02. The Tritten account balance was \$65,357.92.

Accessible at the meeting for the Board members to review were the county balance sheets for the Pre-Need, Endowment and General Accounts and the third quarter Tulare County Quarterly Treasurer's Report.

Mrs. Altermatt presented the January Cemetery Manager's Report (attached to the minutes).

Interments for December were (11) full burials and (3) cremations at the Lindsay Cemetery. None were held at Frazier Valley.

Old Business:

Audit Report/Fraud Prevention (continued) – Director Rains made the motion to approve the Audit for 2018-2019 as presented/submitted earlier in the meeting by David Farnsworth, C.P.A. Director Tienken seconded the motion. All were in favor. The check for the second audit payment in the amount of \$2,470.00 was signed. There was some discussion among the members concerning some of the points brought out in the Fraud Prevention presentation. They asked Manager Altermatt to contact Tulare County Ag Prevention about a substance called Smart Water which is used to identify equipment and tools, in addition, our District's name could be etched on the tools/equipment also. Another suggestion, concerning fraud or theft prevention by Director Tienken, was to do an inventory perhaps every (6) months to assure that all things are accounted for.

Addition 15 Progress – The Addition has been leveled by Mr. Brownfield's employees, and Manager Altermatt said that the gravesite locations need to be laid out, the grass planted and the location buttons ordered and placed. She said that Grounds' Foreman, Jaime Garza, is getting a comparison price for hydro seeding versus bags of grass seed for this area. The Board members recommended that the staff just purchase the bags and get it seeded, that the laying out the graves can be done while the lawn is growing and before the spring rains begin. She reported once again that Mr. Brownfield said that he had a spreader and that his men would assist with the seeding.

Reroof Office – Due to other cemetery business, Mrs. Altermatt had to inform the Board members that she didn't have anything to report. Director Rains said that he had some shingles and would bring them by the office and instruct the grounds men on how to begin this project. Mrs. Altermatt said she'd appreciate any assistance that could be given.

New Business:

Shop/Compound Break In – Giotto's Alarm alerted grounds man, Otabio Garcia, on January 1st at about 9:30 a.m. that an alarm was going off at the cemetery. He met the sheriff at the compound and they couldn't see anything that was disturbed. The next day, upon further inspection, Grounds Foreman Garza discovered that the metal siding on the backside of the shop building had been pried loose. The keys to the pick-up seemed to be only thing that was missing. The sheriff was alerted again and he said that he was concerned that the vandals might come back and try to steal the truck. After (2) weeks there has not been any further mischievous activity. The shop camera's batteries were replaced and sheets of plywood were put up on the inside of the building at the point of the break-in. Director Tienken informed Mrs. Altermatt that he could be called if needed by Giotto's also, since his home was close to the cemetery.

2019 Total Interments – For their review, an interment comparison sheet was placed in the Board members folders for the past (5) years. Burials were down (10) from last year. Profit and Loss reports for (4) years were also included.

The meeting was adjourned at 6:00 p.m.

The next regular Board meeting will be held at 4:30 p.m. on Wednesday February 19, 2020.

Respectively Submitted,

