BOARD OF TRUSTEES REGULAR MEETING

WINTON CEMETERY DISTRICT

Wednesday, September 09, 2026 at 3:00pm

Winton Cemetery District Office
7651 West Almond Avenue
Winton, CA 95388

BOARD MEMBERS

Adam Reed, Board President — Scott Phillips, Vice President

Robert Callahan, Secretary — Nicholas Tacheira, Trustee — Cathie Lancaster, Trustee

ACTION MINUTES

1. **CALL TO ORDER**
   The board meeting was called to order at 3:06pm. Adam, Scott, and Cathie were present. Nick and Robert were not present at this time.
2. **APPROVAL OF AGENDA AS POSTED OR AMENDED**
   The agenda was approved as posted; motioned by Scott second by Cathie, all in favor.
3. **PUBLIC COMMENT**
   No public comment.
4. **CONSENT CALENDAR**
   NOTICE TO THE PUBLIC: Background information has been provided on all matters listed under the Consent Calendar, and these items are considered to be routine. All items under the Consent Calendar are normally approved by one motion. If discussion is requested on any item, that item will be removed from the Consent Calendar for separate action.
   a. Regular meeting minutes for August 12, 2026 and special meeting September 04, 2026
   b. Pre-need to At-need transfer
   c. Sell back to Elissa Davey Block 31 lots 154, 155, and 157

   The consent calendar was approved; motioned by Scott, second by Cathie, all in favor. Nick arrived at 3:07pm.
5. **PRESENTATIONS**
   a. AmeriPrise Investments by Scott Esco at 3:00pm.
      Due to an injured knee Scott presented via zoom. When presenting he went over our current investments which shows in the past three years our accounts have had a return of 13.8%. This year alone we have had a return of 13.63%. Stock market has been doing good, and bonds are flat. He recommended a few trades and sells but our accounts will still remain moderate. Robert arrived at 3:30pm. We will meet with Scott again in November to see if any additional trades or sells needs to be made due to the election. The board motioned to approved the recommended trade and sells; motioned by Cathie, second by Nick, all in favor.
6. **REVIEW AND APPROVE FINANCIALS**
   a. Budget report, operating expenses, monthly bills, and burial report.

Office Manager let the board know that the Fonroche lighting deposit amount will change due to the county stating shipping and handling has to be taxed. The monthly bills were approved; motioned by Robert, second by Scott, all in favor.

7. **OLD BUSINESS (DISCUSSION/ACTION)**

   a. Tree committee report

   The tree committee will meet soon to see if they want to do anymore work or remove more trees.

   b. Surplus items committee

   Grounds Manager went over the list of items he would like to put up for auction. The board would like to have him put the list on paper to distribute to the board next board meeting to review and make final approval.

8. **NEW BUSINESS (DISCUSION/ACTION)**

   a. Managers' report

   Grounds Manager updated that what was wrong with the Back hoe was the hydraulic arm. Garton is working on getting the parts to fix it, but in the meantime the back hoe is still operable. Moving forward the cement pile will be in the shop, grounds Manager will hire someone to dump the pile as needed before it gets too big. Office Manager went over everything she learned at the Visalia's Managers round table. She also went over the future changes financially now that Streamline our website vendor merged with Civic Plus.

   b. Tree policy (first reading)

   The board reviewed the tree policy and would like to some changes. Office Manager will work on those changes, and do research on market price for trees on Exhibit A. Tree committee will work on the list of trees for Exhibit A and give it to the Office Manager to make changes.

   c. Memorial tree for Jackeline Montes

   Tabled until tree policy is completed. Cathie left at 4:56pm.

   d. GSRMA Annual Review

   Items that are before 2024 or under $50,000 will be changed or stay at the actual cost. All other items from 2024 to present or over $50,000 will be changed to replacement cost. Replacement costs needs to be without any discounts applied.

   e. GSRMA Annual Conference October 21-23, 2026 at Corning, CA

   The board approved one manager and one board member to attend this conference; motioned by Robert, Nick, all in favor.

   f. Schedule of charges

   The board reviewed the current schedule of charges, and the proposed amount. The District has not had a whole price increase to the schedule of charges since 2021. Due to the cost of living and rise of operation costs the District approved an 18.2% price increase for most of the charges on the schedule. An administration fee has been approved to add to the schedule of charges. The board would like our attorney to be apart of next meeting to answer questions regarding possibly adding an endowment care fee for memorial trees. Next board meeting October 14, 2026 will be the resolution to approve the new schedule of charges.

   g. Scanning service quote

The board approved option 2 on both quotes of scanning in the District's receipt books to have digital copies. Motioned by Robert, second by Scott, all in favor.

h. Annual review of the WCD Emergency Action Plan
Tabled until next meeting.

i. Annual review of the WCD Workplace Violence Prevention Plan
Tabled until next meeting.

j. Annual review of the WCD IIPP
Tabled until next meeting.

9. **CLOSED SESSION:**
No closed session.

10. **REPORT OUT OF CLOSED SESSION**
No closed session.

11. **BOARD COMMENTS**
Nick mentioned to the office manager about the electronic calendar for office, office manager mentioned she's interested but hasn't had time to look into it. Scott mentioned that the cemetery looks good, asked the Grounds manager if had worked on getting quotes for the cover yet. Grounds manager mentioned he's still working on it. Robert asked Grounds manager to work on getting a list from the CVO to see the list they have for Vets because when giving out flags there were a lot of them that didn't have medallions. It was mentioned the District would have the most accurate list of veterans here. Adam mentioned that he and the Grounds Manger will set up a meeting with Wrights Services to go over some concerns for some parts of the cemetery.

12. **ADJOURN MEETING**
The meeting was adjourned at 5:40pm; motioned by Scott, second by Robert, all in favor.

Adam Reed
Board President