

# BOARD OF TRUSTEES REGULAR MEETING

---

*WINTON CEMETERY DISTRICT  
Wednesday, March 11, 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

Vacant, Trustee

## ACTION MINUTES

1. CALL TO ORDER

The board meeting was called to order at 3:08pm. All members of the board were present.

2. APPROVAL OF AGENDA AS POSTED OR AMENDED

The agenda was approved as posted; motioned by Nick, second by Scott, all in favor.

3. PUBLIC COMMENT

Public comment was opened with no members of the public present or correspondence received.

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 February 11, 2026

b. Pre-need to At-need transfer

The consent calendar was approved; motioned by Nick, second by Scott, all in favor.

5. REVIEW AND APPROVE FINANCIALS

a. Budget report, operating expenses, monthly bills, and burial report.

Office manager let the board know after paying PCA we will be slightly over budget; we have enough in other areas to cover it. The monthly bills were approved; motioned by Scott, second by Robert, all in favor.

6. OLD BUSINESS (DISCUSSION/ACTION)

a. Tree committee report

Grounds manager will discuss with Westside Landscape on coming out to do more tree work.

b. Chapel roof quote

The board reviewed the three quotes that were received; Benchmark roofing \$7,430, Straight Edge roofing \$6,950, and Leo's roofing \$7,300. The board motioned to approved Straightedge roofing in the amount of \$6,950 plus \$2,500 for any additional repairs that may be needed. Motioned by Scott, second by Nick, all in favor.

c. **Tuatara update**

The grounds manager presented the diagnosis of the Tuatara. Resort Life Cart recommendation was to replace the battery with a lithium one, it is the most cost effective. The amount to get it replaced would be \$8,486.52. After discussion it was decided we will not be fixing this equipment vehicle, it is out of budget. Grounds manager will go pick it up as soon as he is able to.

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

a. **Managers' report**

Grounds manager updated the board that Storey wielding will charge \$550 to do the work on the new canopy. He also mentioned to the board about the electrical problems going on the grounds. Office manager went over items that she learned at the roundtable meeting. It was discussed when we can reapply for the grants will look into the enclosed six-seater office cart.

b. **Midyear project review of budget**

The board and managers reviewed the projects that have been done or in the process of being done. It was talked about we will remove a few trees by the chapel, so we can redo the curbing around the chapel area. The security system and cypress entrance that was budgeted will be moved to the new fiscal year do to needing more time and the likelihood of needing to add more to the budget for those projects.

8. **CLOSED SESSION:**

No closed session.

9. **REPORT OUT OF CLOSED SESSION**

No closed session.

10. **BOARD COMMENTS**

Nick thanked the board for the flowers he received in condolences of his mother passing. He also thanked the office manager. Scott mentioned the cemetery looks very nice, and has received a lot of compliments. Adam mentioned that we need to start getting quotes on having the niches cleaned, or to look into what the grounds can use to do it themselves. He has also received lots of compliments.

11. **ADJOURN MEETING**

The board meeting was motioned to adjourn at 4:24pm. Motioned by Robert, second by Scott, all in favor.



---

Adam Reed  
Board President