

BOARD OF TRUSTEES SPECIAL MEETING

WINTON CEMETERY DISTRICT

Wednesday, March 20, 2024, at 3:00 pm

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

Elizabeth Barron, Trustee

ACTION MINUTES

Board motioned to approve the agenda as posted. Motioned by Nick, second by Robert, all in favor.

1. CALL TO ORDER

Board meeting was called to order at 3:10pm. All members of the board present (Adam Reed, Scott Phillips, Robert Callahan, Nick Tacheira, and Elizabeth Barron).

2. PUBLIC COMMENT

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

3. SPEACIAL SESSION

a. Policies:

1. Sick time policy (Amending)

The board motioned to approve the sick leave policy to reflect the law that passed January of 2024. The accrual will now be two hours instead of 1.54 for every 30 hours worked. This change will be retroactive to January of 2024. With some clerical changes showing that employees get a maximum of 5 days or 40 hours a year whichever is greater, and employees may accrual a maximum of 80 hours or 10 days whichever is greater. Board also motioned not to pay out 50% of an employee's sick time when they are at a qualified retirement age. This policy will not need a second reading due to this being a law not a regular policy. Motioned by Adam, second by Robert, all in favor.

2. Bereavement leave (Amending)

The board motioned to add three days paid bereavement leave when it is in state, and five days paid when out of state for immediate family only. Also, we will continue to offer five days unpaid for bereavement leave. Motioned by Robert, second by Liz, all in favor.

3. Reproductive Loss Leave

The board motioned to approve adding Reproductive loss leave to the employee handbook. This policy will not need a second reading due to this being a law not a regular policy. Motioned by Robert, second by Nick, all in favor.

4. Unpaid leave for school meetings or child care emergencies

The board motioned to approve adding Unpaid leave for school meetings or child care emergencies to the employee handbook. This policy will not need a second reading due to this being a law not a regular policy. Motioned by Robert, second by Nick, all in favor.

5. Military leave

The board motioned to approve adding Military leave to the employee handbook. This policy will not need a second reading due to this being a law not a regular policy. Motioned by Liz, second by Robert, all in favor.

6. Veteran policy (first reading)

The board would like to add that disabled children or adults that are dependent on their parents may be buried with their veteran parents. Motioned by Liz, second by Robert, all in favor.

7. Schedule of fees and cost policy (First reading)
The board motioned to adopt this policy with some changes to the font. Motioned by Scott, second by Liz, all in favor.
8. Disinterment policy (first reading)
The board motioned to adopt this policy. Motioned by Robert, second by Scott, all in favor.
9. Nonresident policy (first reading)
The board motioned to adopt this policy. Motioned by Scott, second by Robert, all in favor.
10. Marker Policy (first reading)
The board motioned to approve the changes to the marker policy. Motioned by Scott, second by Robert, all in favor.

b. Office cart

The board motioned to have grounds manager move forward to getting more information on pricing, and the timeline to getting the utility vehicle and golf carts. Motioned by Robert, second by Scott, all in favor.

c. CLOSED SESSION:

The Board went into closed session at 4:25pm.

d. REPORT OUT OF CLOSED SESSION

The board reported out of closed session at 5:00pm. They discussed the negotiation of property; no action was taken.

e. BOARD COMMENTS

Robert: Mentioned how the cemetery looks clean and very little dry spots. That the cemetery looks good, to keep it up.

Scott: Says the cemetery grounds looks good.

Nick: Was wondering if the QR codes were put up yet.

f. ADJOURN MEETING

The board motioned to adjourn the meeting at 5:05pm. Motioned by Scott, second by Nick, all in favor.



Adam Reed
Board President