

BOARD OF TRUSTEES REGULAR MEETING

WINTON CEMETERY DISTRICT

Thursday, May 14, 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 3:09pm. Robert Callhan was not present at this time, all other members of the board were present.

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

Public comment was opened; 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 April 08, 2026 and Special meeting minutes April 27, 2026
- b. Pre-need to At-need transfer
- c. Transfer Block 29A lot 105 from Robert Schriber to Tom and Jeannie Dirks
- d. Transfer Block 37 lot 376 from Rosa Ramos to Francisca and Braulio Cruz
- e. Transfer Block 38 lot 61 to Block 38 lot 142 Glen Cavan
- f. Transfer Block 38A lot 52 from Kristie Casaday to Arthur Casaday

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

5. REVIEW AND APPROVE FINANCIALS

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

Office manager let the board know she added Pazin and Myers, Herschler refund, and Year-Round Yard care to the bills. Cathie motioned to approve the bills including the ones office manager added, second by Scott, all in favor.

b. Kubota Back Hoe

Grounds manager updated the board that Garton said they are still building the back hoe, and it is looking like late June or early July for it to arrive. Board president mentioned that we want this to come out of this fiscal year's budget, to try to make sure we get the back hoe in by July. Office manager mentioned as long as we get the bill by July, we can still have it come out of this fiscal's years budget.

6. OLD BUSINESS (DISCUSSION/ACTION)

- a. Tree committee report

Grounds manager will use what is left of the tree budget in late June just in case something comes up in the next few weeks. At this time of the meeting Robert Callhan arrived at 3:21pm.

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

a. **Managers' report**

Grounds manager updated that Lonnie created part for them to use to help fix the broken water line under the sidewalk in Block 38. There will potentially be a bill for this. The board had reviewed the office managers portion of the report and had no questions. It should be noted on the managers report it stated Gary L. Morgan is receiving a refund from a single burial to a cremation burial.

b. **Garden Niche**

At the Garden Niche there are two grey panels that are showing stains from the glue that was used when originally built. Pictures were sent to KMI (Mark Heddy), and they agreed to replace the two panels this one time so long as we replace it with a darker color. The board reviewed the two colors; options one is the India Mahogany color that is currently the color of the niche plates, options two is an India black color. After discussion the board was in agreement to replace the two panels with the India Mahogany color to be uniformed with the current color pallet. Office manager did notate that it will be 6-8 months due to the materials coming from overseas.

c. **Auditor engagement letter for Kevin Brejnak FY 2026/2027**

The board is in agreement to sign the engagement letter for the upcoming audit the total for the audit will be \$13,500. Motioned by Robert, second by Scott, all in favor.

d. **Budget draft**

Board president would like for the office manager to get a quote from Fletch and Busbies for health care quotes. Office manager was approved not to exceed \$2,500 to apply for the AOM classes, the funding will come from the Superintendent fund. It was noted it may be used this fiscal year or the next. Motioned by Adam, second by Robert, all in favor. When discussing the memorial plaques office manager updated the board about the donations we had received in the past. She confirmed the Winton Historical Society donated \$2,800 for the Veteran Garden Niche engraving embalms, and mentioned wanting a bench. The VFW US Auxiliary of Livingston donated \$300 for the chapel repairs. Office manager will work on getting a plaque through the VA for the only Civil War veteran, Albert Hockett, buried at our cemetery. Other memorial plaques will be discussed at a later time.

e. **WCD Block and Lot Inventory**

Office manager went over what we have left in inventory. As of May 14, 2026 we have 340 full lots available, 718 cremation lots (above and in ground), 61 baby lots, 152 veterans only lots, 79 veteran cremation lots (above and in ground). At this time, it is tabled the additional lots that the grounds manager measured out along the roadways in the A lots.

f. **Bench chapel**

The board went over the various bench options for the chapel. Everyone was in agreement to move forward with Atwater Highschool to make our custom benches for the Chapel. Grounds manager did let them know we won't receive it till October or November. Robert motioned to approve 4 benches with custom engravings not to exceed \$2,400, second by Scott, all in favor. We will discuss in the future the designs and engravings for the benches.

8. **CLOSED SESSION:**

No closed session.

9. **REPORT OUT OF CLOSED SESSION**

No closed session.

10. **BOARD COMMENTS**

Cathie mentioned she went to the brown act training that Merced County put on. She said when she was there Merced Cemetery complimented the managers and our website. The rest of the board did not have any comments at this time.

11. **ADJOURN MEETING**

Cathie motioned to adjourn the meeting at 4:21pm, second by Robert, all in favor.



Adam Reed
Board President