



MURRIETA VALLEY CEMETERY DISTRICT

Laurel Cemetery/District Office
42800 Ivy Street
Murrieta, CA 92562

Phone: 951.677.4223
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www.murrietacemetery.org/

AGENDA

REGULAR MEETING OF THE BOARD OF TRUSTEES

March 18th, 2024 — 02:00 PM

42800 Ivy Street, Murrieta, CA 92562

A. Call to Order-

B. Pledge of Allegiance-

C. Roll Call- Chair Mejares-Pham, Vice Chair Penko, Trustee Barton, Trustee Klein, Trustee McConnell, Office Manager Richi, General Manager Sauer

D. Approval of Agenda-

E. Announcements – 1.700 Forms Due (3/18/25) to OM Richi

F. Public Comments –

Members of the public are invited to address the Board concerning any items not on the agenda, but within the subject matter jurisdiction of the Board of Trustees. Members of the public may address the Board on agenda items when those matters come up for discussion for a total of three minutes.

G. Consent Calendar-

1. Accept Minutes -

2. Approve disbursements-

3. Receive and File Financial Statements –

Payment Vouchers / Bank Statements / RCIT

H. Discussion Items – 1. Health Benefits / Life insurance

2. Increase of Board Stipend

3. MVCD Policy Manual

I. General Manager Report - New Endowment account – GM Sauer to update Trustees

J. Office Manager Report –

1. Monthly update- March update to come 4/08/2025 meeting

2. Digitized Files -

3. Financials – Accountant in 3/19/25 (Reg. 02/2025) will update Trustees 4/08/2025 meeting

K. Action Items – 1. Update to burial / niche policy

L. Closed Session Item –

1. Conference With Real Property Negotiators (Pursuant to Government Code Section 54956.8.)

2. Public Employee Performance Evaluation (Pursuant to Government Code Section 54957)

Job Title: Office Manager

3. Public Employee Performance Evaluation (Pursuant to Government Code Section 54957)

Job Title: General Manager

M. Trustee Reports-

N. Future Agenda Items-

Subcommittees 2025, Health Benefits / Life insurance, New Employee handbook, US Bank (endowment account), Travel Expense Policy/ Resolution, Put on November: Professional Development assessment and budget for 2026

O. Next Meeting Date: April 8th, 2025 02:00 PM

P. Adjournment-



IMPORTANT NOTICES

In compliance with the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the District Manager at (951) 677-4223. (28 CFR 35.102.35.104 ADA Title II)

The agenda and all related documents are available for public review online at www.murrietacemetery.org and at the Murrieta Valley Cemetery District Office located at 42800 Ivy St. Murrieta, California, during regular business hours: 8:00 a.m. – 4:00 p.m. – Monday through Friday.

CERTIFICATION

I, Chelsea Richi, Office Manager/ Secretary of the Murrieta Valley Cemetery District, do hereby certify that a copy of the foregoing Agenda was posted on 03/14/2025 on the District's website.

Date: 03/14/2025

Respectfully By: Chelsea Richi,
Office Manager & Secretary to the Board

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