

KELSEYVILLE CEMETERY DISTRICT

BOARD MEETING AGENDA

3375 BELL HILL ROAD, KELSEYVILLE, CA 95451

Regular Board Meeting Minutes – June 10, 2026, at 9:30 AM

OPEN MEETING: Called to order at 9:35 am by Chairman Paul Lauenroth

BOARD MEMBERS PRESENT: Elizabeth Broida, Paul Lauenroth, Dennis Amendola, and Nellie Gustafson

EMPLOYEES' PRESENT: Brian O'Connell and Connie Jimenez (Bookkeeper)

GUEST/CITIZEN INPUT: None

CORRESPONDENCE: Verbal announcement regarding the County Auditor system switch to all Special Districts.

CONSENT AGENDA:

1. Agenda: Paul Lauenroth made a motion to approve the agenda as presented. Nellie Gustafson second the motion, motion carried (4-0).
2. Minutes: Paul Lauenroth made a motion to approve the minutes of the May 13, 2026, meeting as presented. Nellie Gustafson second the motion, motion carried (4-0).
3. Pay Bills – Nellie Gustafson made a motion to approve the financial report to pay bills as presented. Elizabeth Broida second the motion, motion carried (4-0).

OLD BUSINESS:

1. West America CC – The bank had requested a few more documents and were waiting for the approval letter. Connie and Paul would stay in contact with the bank.
2. Board Position: On-going until filled.
3. District Security Cameras – The Starlink system would be purchased and set up a date with the installers to move forward with the security cameras. It would cost roughly \$350. Dennis Amendola made a motion to have the Starlink system purchased and pay the fee to have them installed. Nellie Gustafson seconded the motion, motion carried. (4-0) 4 AYES 0 NOES 0 ABSENT
4. Tree Maint. The Board approved the bid from A. Nichols Tree Service if they stayed under \$3,500 to remove the dead tree. Paul Lauenroth made a motion to approve the bid. Dennis Amendola seconded the motion, motion carried. (4-0) 4 AYES 0 NOES 0 ABSENT
5. Flower Headstone Policy – The Board suggested sending certified mail to individuals not obeying to the removal of objects. On-going discussion.

KELSEYVILLE CEMETERY DISTRICT

BOARD MEETING AGENDA

3375 BELL HILL ROAD, KELSEYVILLE, CA 95451

Regular Board Meeting Minutes - June 10, 2026, at 9:30 AM – Continued

6. 2nd Reading – Review/Approve Health Insurance Policy: The Board approved the addendum to the current health insurance policy outlining the shared cost between staff and the district effective May 1st, 2026. Dennis Amendola made a motion to approve the Health Insurance addendum as presented. Elizabeth Brioida seconded the motion, motion carried. (4-0). 4 AYES 0 NOES 0 ABSENT

NEW BUSINESS:

1. Weed Spraying/Bait License– Superintendent suggested apply to get a license to continue to by bait for the squirrels. However, the Board did not approve the purchase or use of the bait. Paul Lauenroth suggested buying traps for the squirrels.

DIRECTORS REPORT: None

SUPERINTENDENT REPORT: Superintendent Brian O'Connell gave a verbal report that the cemetery has been busy and has been working on general maintenance around the District. He had two cremations and one single death since the last meeting.

CLOSED SESSION: None

ADJOURN MEETING: The meeting was adjourned at 10:25 AM.

NEXT MEETING: July 8, 2026, at 09:30 AM – Kelseyville Cemetery