BOARD MINUTES FOR December 9, 2025

1. CALL TO ORDER: 3:00 p.m.

2. ROLL CALL:

   Present: Casey Lynch
   Joe Stupar
   Pete Smith
   Patty Estrada, District Manager

4. ADOPTION OF THE AGENDA
   Trustee Stupar made a motion to table items 9a and 9c to the next meeting. Trustee Smith seconded the motion. The motion passed on a 3 to 0 vote.

5. OPPURTINUTY FOR THE PUBLIC TO ADDRESS THE BOARD ON ANY SUBJECT WITHIN THE BOARD'S JURISDICTION

   Debra Foster asked how the public is notified of events and the issue of headstones. Manager Estrada responded that the primary source was the Ramona Sentinel but would be using the website when it is ready.

6. INFORMATIONAL ITEM

   Casey Lynch informed the board that he had applied for a vacant board position on the Water District Board. If he is appointed, he will need to step down from the Cemetery District Board.

7. REOCCURRING DISTRICT MATTERS

   a. Approval of minutes from November 11, 2025. Trustee Smith made a motion to approve the minutes. Trustee Stupar seconded the motion. The motion passed on a 3 to 0 vote.

   b. Approval of bills. Trustee Smith made a motion to accept the report and approve the purchase of 42 vaults. Trustee Stupar seconded the motion. The motion passed on a 3 to 0 vote.

   c. Correspondence. Manager Estrada informed the Board she had received several requests for records.

   d. Manager's report. 3 internments and sold 7 full pre-need purchased in November.

8. ONGOING AGENDA MATTERS
   a. Budget Review. Updated cashflow and budget were presented for discussion.

   b. Master Plan. Manager reported that there are a limited number of side-by-sides available and that she recommends processing the next section as soon as possible. The new section should be sufficient to meet demand for the next 5 years.

   c. Update Website/ Headshots. The Trustees were asked to provide a headshot.

   d. Final Bylaws were presented for information only.

9. NEW AGENDA MATTERS
   a. Request to move operating accounts. The Board tabled the item and asked the Manager to provide a report on options.

   b. Respond to Audit deficiencies. Trustee Smith asked the Board for suggestions as to how they would like to address the listed deficiencies lasted in the recent audit. President Lynch asked that the Ad Hoc committee make a written report at the next meeting with recommendations.

   c. Cobar insurance. Item was tabled to a future meeting.

10. FUTURE AGENDA MATTERS
    President Casey asked that the following items to be placed on the next agenda: a. Raised headstones, b. Holiday policy, c. Audit deficiencies and d. Budget for opening new section.

11. DISTRICT TRUSTEE COMMENT PERIOD
    None

12. CLOSED SESSION MATTERS
    None

13. CONFIRMED NEXT BOARD MEETING
    January 13, 2026, at the Guy Woodward Museum at 645 Main Street, Ramona, CA. 92065.

14. ADJOURNMENT
    Meeting was adjourned at 3:44 pm