

Tulare Public Cemetery District
Special Board Meeting Minutes
April 8, 2021

CALL TO ORDER:

The Tulare Public Cemetery board meeting was called to order at 1:00 p.m., at 900 E Kern Ave, Tulare, California by Chairperson Xavier Avila Trustees present were Chairperson Xavier Avila, Vice Chairperson Jim Pennington, Secretary Steve Presant, Trustee Alberto Aguilar and Trustee Charlie Ramos

OPEN SESSION:

2.1 – Position of Interim Manager: Phyllis Schneider appointed interim manager. Motion by Jim Pennington to appoint Phyllis Snyder to interim manager and allow Steve Presant to contact County Counsel pending bylaws and contractual issues, Second by Steve Presant; Vote 4-1 Aguilar Opposed.

2.3 – Position of interim Clerk: Lydia Cervantes to be appointed as Clerk, discussion regarding duties of Clerk. Motion by Steve Presant, Second by Jim Pennington, 5-0 approved.

2.4—M. Green & Company Contract. M. Green & Company will handle payroll, checks, training, and bookkeeping for the District. Ramos moved to approve the agreement and authorize chair to sign contract, Second by Pennington, vote 4-1, Aguilar opposed.

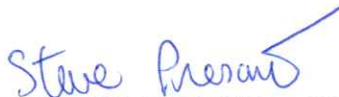
2.2—Position of new manager: Job description prepared, handed out to Board and public. Education and work background requirements discussed by Trustee Ramos, Empathy very important to position, echoed by all Trustees. Suggestion to use professional recruiter by Charlie Ramos; Motion by Aguilar to use outside agency to hire a new manager. No Second. Chair formed an ad hoc committee to find and present a recruiter to the Board, consisting of Pennington and Ramos.

ADJOURNED TO CLOSED SESSION: 2:30 PM

ADJOURNMENT:

With nothing to report out of Closed Session Chairperson Avila adjourned the meeting at 3:45 p.m.

Respectfully Submitted,



Board Secretary