

**Tulare Public Cemetery District  
Audit Committee Meeting Minutes  
October 21, 2024**

**CALL TO ORDER:**

The Tulare Public Cemetery Audit Committee meeting on October 21, 2024 was called to order at 5:30 pm at 900 E Kern Ave, Tulare, California by Committee Chair Steve Presant and new Committee Member Michelle Lima. District Manager Clara Bernardo was in attendance.

**RECOGNITION OF VISITORS:** There was one visitor

**PUBLIC COMMENT:** There was one comment

**OPEN SESSION:**

Chair Steve Presant announced that Committee Member Linda Maloy had been removed from the committee at the last Board meeting and that Committee Member Carlene Ringius had resigned because of the evening meeting time.

5.1 – Lima moved and Presant seconded approval of the minutes of September 18, 2024. Vote (2-0)

5.2 – Discussion was made on the June Financials from Tulare County and there were no journal entries made by our CPA as there was no need to.

5.3 – Lima moved and Presant seconded recommendation to approve the June 2024 financials. Vote (2-0)

5.4 – Lima discussed the recent CAPC conference she attended focused on financials and audits.

5.5 – The committee reviewed Paychex payroll reports to bank statements.

5.6 – The committee reviewed and recommends the CAL-Card credit card application to the board.

5.7 – The District Manager had nothing to report.

**ADJOURNMENT:**

Committee member Presant adjourned the meeting at 6:17 pm.

Respectfully Submitted,



Audit Committee Member