

**PALM SPRINGS CEMETERY DISTRICT  
MINUTES  
REGULAR BOARD OF TRUSTEE MEETING**

**DATE:** January 11, 2024

**TIME:** 2:00 P.M.

**PLACE:** 31-705 Da Vall Drive, Cathedral City, California 92234

1. **CALL TO ORDER** Meeting was called to order by Trustee Pye at 2:00 P.M.

2. **ROLL CALL**

Present: Jan M. Pye, Chairperson  
Michael V. Smith, Vice Chairperson  
Lynn T. Mallotto, Treasurer  
LaFaye M. Platter, Secretary

Also Present: Kathleen Jurasky, District Manager

Not Present: Steven B. Quintanilla, Quintanilla & Associates

3. **PUBLIC COMMENTS** – Brad Andeson submitted an email comment for public comments record.

4. **CONFIRMATION OF AGENDA** Motion was made by Trustee Mallotto, seconded by Trustee Smith to approve the agenda as presented. Motion carried; roll call 4-0 Mallotto, Platter, Pye and Smith.

5. **CONSENT CALENDAR** Trustee Pye requested an explanation for check number 24778 dated November 30, 2023 written to Patton Enterprises, Inc. in the amount of \$300.00. District Manager Jurasky reported the Da Vall Drive gate was stuck in a partially open position after hours, and had to be repaired in order to secure the cemetery after closing.

Following the explanation motion was made by Trustee Mallotto, second by Trustee Smith to approve the Consent Calendar as presented. Motion carried; roll call 4-0 Mallotto, Platter, Pye and Smith.

6. **ADMINISTRATIVE CALENDAR** a. **Election of Officers** Trustee Mallotto suggested keeping the current slate of officer: Trustee Pye, Chairperson, Trustee Smith, Vice Chairperson, Trustee Mallotto, Treasurer and Trustee Platter, Secretary. Motion was made by Trustee Smith, seconded by Trustee Platter to keep the same slate of officers. Motion carried; roll call 4-0. Mallotto, Platter, Pye and Smith.

b. **California Association of Public Cemeteries (CAPC) Annual Conference – Double Tree by Hilton San Diego Mission Valley, March 14-16, 2024 in San Diego, CA** Following a discussion motion was made by Trustee Pye, seconded by Trustee Mallotto to approve Trustees, District Manager Jurasky and select staff attending the CAPC annual conference. This approval is to include all necessary expenses. Motion carried, roll call 4-0, Mallotto, Platter, Pye and Smith.

c. **Discussion and Possible Approval to Change the Date of the March 14, 2024 Board Meeting Due to Conflict with CAPC Annual Conference** Following a discussion motion was made by Trustee Pye, seconded by Trustee Smith to approve changing the date of the March board meeting to 2:00 PM, Tuesday, March 12, 2024. Motion carried, roll call 4-0, Mallotto, Platter, Pye and Smith.

d. **Review for Discussion and Possible Approval to Reschedule – Trustee Annual Year-End Meeting Luncheon** Following a discussion motion was made by Trustee Mallotto, seconded by Trustee Smith to approve changing the date of the Annual Year-End Luncheon to 12:00 PM, Friday, February 2, 2024 at Spencer’s Restaurant. This will be a luncheon only with no PSCD business being discussed. Motion carried, roll call 4-0, Mallotto, Platter, Pye and Smith.

**6. ADMINISTRATIVE CALENDAR - continued**

**e. Review for Discussion for Approval to Schedule Meeting with Jim McComb, Wild Card Strategy for Strategic Plan Update Conference** Following a discussion motion was made by Trustee Pye, seconded by Trustee Smith to approve placing this item on the February 8, 2024 agenda. Motion carried, roll call 4-0, Mallotto, Platter, Pye and Smith.

**f. East 40 Acres Lease Agreement – Update** Nothing to report – No action taken

**7. LEGISLATIVE** – None

**8. TRUSTEE AND ATTORNEY SIGNATURES** All documents were signed as needed by the Trustees.

**9. BOARD DEVELOPMENT** – None

**10. PUBLIC HEARING CALENDAR** – None

**11. COMMITTEE REPORTS** – None

**12. REPORTS** **a. Trustee Report** – Trustee Mallotto stated she wanted to thank the staff for their professionalism and caring attitudes during the Dan Schwartz interment service.

**b. District Manager** District Manager Jurasky

**1. PSCD Strategic Barometer Dashboard and Strategic Barometer – No Updates and Nothing to Report**

**2. Wreaths Across America Ceremony Held December 16, 2023 at Desert Memorial Park** District Manager Jurasky reported the ceremony was well attended, and received media coverage.

**13. FUTURE AGENDA ITEMS** **a. Discussion in 2024/2025 Possible Cap on PSCD Monthly Employer Contribution for Employee Health Insurance Premiums** No action taken

**b. Postcard Survey Mailing to the Community to Determine Pre-Planning Needs** No action taken

**c. Marketing/Advertising** No action taken

**d. Future Long-Range Planning – PSCD Staff** No action taken

**14. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE** – None

**15. CLOSED SESSION ANNOUNCEMENT** – None

**16. OPEN SESSION** – None

**17. ADJOURNMENT** Meeting was adjourned by Trustee Pye at 2:30 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, February 8, 2024.

DATE: \_\_\_\_\_

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Michael V. Smith, Vice Chairperson

