

*Santa Margarita Cemetery District
Post Office Box 606
Santa Margarita, California 93453
Tel (805) 438-3502*

REGULAR BOARD OF DIRECTORS MEETING MINUTES

Tuesday, March 3, 2026

Opening

The regular meeting of the Santa Margarita Board of Trustees was held at the Santa Margarita Senior Center.

Closed Session

There was no closed session.

Open Session

1. Call to order at 11:00 a.m. Trustee Cabrera, Trustee Church, Trustee Peterman, Becky Johnson, Caitie Garcia, Reggie Cousineau, Mona Lancaster were present.
2. No closed session occurred.
3. Public communication
 - Request Find-a-Grave's information
 - District 5 Caltrans' request forms to repair front fence
 - Create a "Friends of the Santa Margarita Cemetery" on website & Facebook for volunteers and special interest projects
 - Replace old metal markers with new ones
4. Board response
 - David will send a letter to Find-a-Grave and repair forms to Caltrans
 - Board agreed, "Friends of the Santa Margarita Cemetery" group will be defined
 - Becky, Erin, and Caitie will work on replacing old markers
5. Action Items
 - 5.1 February minutes approved by Cabrera and Church
 - 5.2 February expenses approved by Church and Peterman
 - 5.3 No deposits in February 2026
- 6 *Business*
 - 6.1 No funerals or plots sold in February
 - 6.1.1 Full burial service scheduled for Alice Gouff 3/6/26, cremation service for Irene Gast 3/28/26. Richard Peason cremation service pending
 - 6.2 Facilities Report
 - 6.2.13 owl boxes constructed, pictures shown to board. Thank you card will be sent once installed
 - 6.2.2 Filipponi and Thompson inspected well, it works. SM Ranch will discontinue use of cemetery water.
Recommendation- replace 1 pressure tank and control box,
Gil motion to hire F&T, David 2nd. Linda will contact for project dates
- 7 *New Business*
 - 7.1 Website draft is operational, sm-cd.org

7.2 Cemetery Clean-Up Day- April 25, 2026, 8am. Becky will contact Pozo 4-H and purchase snacks.

8 Items not on agenda

- By-laws were given to David, audit reports were distributed to trustees.
- By-laws will be on website.
- Board approved purchase of office supplies.
- Gil thanked Becky for her efforts in working with families, coordinating funerals with mortuary, and contracting an excavator.
- Meeting moved to 11am
- Records sub-committee created, includes David, Linda, Becky, Caitie, and Mona

9 Meeting was adjourned at 1:05 p.m.

10 Next month's board meeting will be held on April 7, 2026, at 11 a.m.