

*Santa Margarita Cemetery District
Post Office Box 606
Santa Margarita, California 93453
(805) 438-3502 www.sm-cd.org*

REGULAR BOARD OF DIRECTORS MEETING MINUTES

Tuesday, September 1, 2026

Opening

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

Closed Session

No closed session.

Open Session

1. Call to order at 11:07 a.m. Trustee Church, Trustee Cabrera, Trustee Peterman, Becky Johnson were present.
2. No closed session occurred.
3. Public communication
 - Mrs. Whitaker visited cemetery, complimented the Board, cemetery looks beautiful, new section looks really nice.
4. Board response
 - Board appreciated her comments
5. Action Items
 - 5.1 August Minutes approved, Cabrera/Church, 3-0 vote
 - 5.2 August expenses approved, Cabrera/Church, 3-0 vote
 - 5.3 No new deposits
6. *Business*
 - 6.1 Funerals- Nasha Kulihaapai cremation service 8/7/26, Richard Pearson cremation service 8/25/26
 - 6.2 Facilities/maintenance
 - * Board approved selling plots in the new section as pre-need sales, buyer must sign document agreeing the plot location is undetermined at this time.
 - * Board consider increase in cemetery fees during this fiscal year
 - 6.2.1 Dirt removal and relocation completed by Frank Gama 8/27/2026. Great job. He also does irrigation and electrical projects.
 - 6.3 Records Sub-Committee

- Small trees and shrubs marked, ongoing project. If this exceeds Dan's hours, Trustee Church will solicit volunteer help. Erin remove all glass items.

7. New Business

7.1 Improvement Plan, project update

- Trustee Church- will get materials list from Jim, kiosk builder, and start date. Will contact Nick Fortune for redwood donation
- Met at cemetery to select kiosk locations

7.2 Policies and Procedures draft

- Reviewed, on website, continue public comment through September.
- Application for Cemetery Services draft- reviewed and amended

7.3 Entrance Gate

- Fence Factory is itemizing bid, including keypad
- Becky meeting with Town & Country at cemetery today, 9/1/2026
- Bar W Fence Co requested pictures, working on bid

8. Items not on agenda

- Wreaths Across America (WAA) still needs a new coordinator. Trustee Church add WAA to website- any interested community member willing to be the coordinator, and link to WAA

9. Meeting was adjourned at 12:30 p.m.

10. Next month's board meeting will be held on October 6, 2026, at 11 a.m.