

SOUTH SANTA CLARA VALLEY MEMORIAL DISTRICT

Board Members

**John Ceballos
Phil Garcia
Gabriel Perez
Ermelindo Puente**

Executive Director

Christine West

MINUTES SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE SOUTH SANTA CLARA VALLEY MEMORIAL DISTRICT

**December 21, 2020
Veterans Memorial Building
74 West 6th Street
Gilroy, CA
5 p.m.**

Consistent with Executive Order No. N-29-20 issued by Governor Newsom on March 17, 2020, the regular meeting of the Board of Directors for **December 21, 2020** will be conducted through videoconference.

CALL TO ORDER

Meeting was called to order at 5:05pm.

ROLL CALL

Directors Garcia, Ceballos and Perez were present. Director Puente was absent due to medical reasons.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT TIME

No members of the public were present.

SPECIAL MATTER

1. Administer Oaths of Office for Directors John Ceballos and Ermelindo Puente. The oath of office was administered to Director Puente in person before the meeting by the executive director. The oath of office was administered to Director Ceballos by the executive director as the first item on the agenda.

CONSENT CALENDAR

(The Consent Agenda is comprised of items which appear to be non-controversial. Persons wishing to speak on any item may do so by raising their hand to be recognized by the President.)

2. Approve Minutes from the November , 230020 Special Meeting
3. Approve Warrant List approving payment of received bills for December 2020
4. Approve Financial Statements for December 2020

There was no discussion about the items on the consent calendar. Director Ceballos made a motion to approve the Consent Calendar. Director Perez seconded the motion. The motion passed unanimously.

REGULAR AGENDA ITEMS

5. Provide LAFCO with the name of the Director to attend and vote on the special district members to serve on the LAFCO board of directors.

Chairman Garcia said he would not be available to attend the LAFCO meeting.

Director Ceballos volunteered to attend the meeting and represent the District.

Chairman Garcia made a motion to appoint Director Ceballos to attend this meeting. Director Perez seconded the motion. The motion passed unanimously.

6. Authorize the Executive Director to Renew the Agreement with James Gargiulo for consulting services related to bookkeeping and general accounting.

Chairman Garcia made a motion to authorize the Executive Director to renew the agreement with James Gargiulo for consulting services related to bookkeeping and general accounting. Director Ceballos seconded the motion. The motion passed unanimously.

7. Executive Director Report

The Executive Director presented the staff report, a copy of which is attached hereto.

8. Future Agenda Items

There were no future agenda items mentioned.

ADJOURNMENT

Meeting was adjourned at 5:25 pm

Next meeting is January 25, 2021

To: Phil Garcia, Gabe Perez, Ermelindo Puente, John Ceballos, Ray Sanchez, Kirsten Powell
From: Christine West
Date: Dec. 21, 2020
Subject: Staff Report

Staff Report

COVID Update – The County of Santa Clara/State continued to more restrictions and last week re-instated the shelter-in-place orders. As a result, the Gilroy Veterans Hall is all but shut down for essential services.

Election Update – The County Board of Supervisors is tentatively scheduled to review Rita Delgado’s application and the District’s letter of recommendation at the Jan 14, 2021 BOS meeting, at which time they may appoint Rita to the District’s board.

Bathroom Remodel Update – The architect and engineers are working on revising the plans to bring the scope of the project to focus on just the bathroom remodel and making other modifications to help bring the costs down. However, the city is closed for the holidays and so any plan approvals are on hold until after the first of the year. The project will go back out to bid early in January.

Wreaths Across America – Due to the pandemic, there was no ceremony for the annual event at the cemeteries. Instead, small groups of volunteers and families of deceased veterans placed the wreaths without any fanfare.

Rentals – Through the end of December, the District’s actual loss in revenue totals \$30,700 and the loss of potential revenue is an additional \$48,650 to date. On a positive side, essential service rentals during the pandemic has resulted in about \$4,300 income for the Hall, but that is just making up for the deposits we returned in the spring. Chef Mark Segovia, PitStop, American Red Cross and Stanford Blood Center continue to use the hall on a regular basis. The VA held another flu shot clinic on Dec. 15 and vaccinated 1 veteran.

Inquiries are coming in for rentals now and beginning next year. In November, Garlic City Men’s Group, which is an essential service, returned to holding meetings on Monday nights. However, after the first Monday in December they were forced to cancel for the rest of the year due to new restrictions. We are not currently booking anything before January 30, 2021, but we will start to hold dates for 2021. However, those holds will be contingent on the status of the pandemic and county orders.

- **Stanford Blood Drive** – Wednesday, January 20 from 11am to 5pm. By appointments only. Stanford has booked one Wednesday for the next six months.

Fundraising – Staff will be promoting the Building Improvement Campaign on Giving Tuesday, Dec. 1 on Facebook and also launch a donation drive during the month of December via a newsletter to veterans. New donations include John Ceballos \$100, Al Alciati \$100 and Sue Fullington/South Valley Property Management for \$100.

Veterans – Ignacio Garcia, a member of the VFW, Color Guard and Honor Guard, passed away on Sunday due to complications from COVID. Our thoughts and prayers go out to his family.

Next Board Meeting – January 25, 2021