

SOUTH SANTA CLARA VALLEY MEMORIAL DISTRICT

Board Members

John Ceballos
Rita Delgado
Ermelindo Puente

Executive Director

Ellen Herrera

AGENDA

REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE SOUTH SANTA CLARA VALLEY MEMORIAL DISTRICT

September 21, 2026

Veterans Memorial Building
74 West 6th Street, Gilroy, CA
5 p.m.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT TIME

(This is the opportunity for individuals to make and/or submit written or oral comments to the Board on any items within the purview of the Board, which are **NOT** part of the Agenda. Speakers shall have three (3) minutes to address the Board. The President or a majority of the Board may further limit the time speakers may have to make oral presentations to the Board. No action on the item may be taken, but the Board may request the matter be placed on a future agenda.)

CORRESPONDENCE

NONE

CONSENT CALENDAR

1. Approve Minutes of the August 14, 2026 Special Meeting
2. Approve Minutes of the August 17, 2026 Regular Meeting
3. Approve Warrant List for payment of bills received for September 2026
4. Approve financial statements for August 2026

REGULAR AGENDA ITEMS

1. Report from the Executive Director
2. Future Agenda Items: Oaths of Office for new Board members; Review and approve Legislative Advocacy Policy

ADJOURNMENT

Any disclosable public records related to an open session item on the agenda and distributed to all or a majority of the Commissioners less than 72 hours prior to that meeting are available for public inspection at the Veterans Hall, 74 W. 6th Street, Gilroy, California, during normal business hours.

In compliance with the Americans with Disabilities Act, those requiring accommodation for this meeting should notify the District Secretary 24 hours prior to the meeting at (408) 842-3838.

SOUTH SANTA CLARA VALLEY MEMORIAL DISTRICT

Board Members

John Ceballos
Rita Delgado
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Executive Director

Ellen Herrera

Minutes

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

August 14, 2026

Veterans Memorial Building
74 West 6th Street, Gilroy, CA
11:00 a.m.

CALL TO ORDER The meeting was called to order at 11:00 AM

ROLL CALL All present

PUBLIC COMMENT TIME NONE

SPECIAL AGENDA ITEM

1. Review applications submitted to fill the two Board of Directors seats as a result of the resignation of Former Board Members Phil Garcia and Gabe Perez.

Directors Puente and Ceballos requested the Board conduct interviews prior to voting. Director Delgado agreed. Interviews were scheduled for 1 hour prior to the 17 August Board meeting.

ADJOURNMENT

Director Puente made a motion to adjourn the meeting. Director Delgado second. The motion passed unanimously. The meeting was adjourned at 11:45 AM.

SOUTH SANTA CLARA VALLEY MEMORIAL DISTRICT

Board Members

John Ceballos
Rita Delgado
Ermelindo Puente

Executive Director

Ellen Herrera

Minutes

REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE SOUTH SANTA CLARA VALLEY MEMORIAL DISTRICT

August 17, 2026

Veterans Memorial Building
74 West 6th Street, Gilroy, CA
5 p.m.

CALL TO ORDER The meeting was called to order at 5:00 PM

ROLL CALL All present

PLEDGE OF ALLEGIANCE Completed

PUBLIC COMMENT TIME NONE

CORRESPONDENCE NONE

CONSENT CALENDAR

1. Approve Minutes of the July 20, 2026 regular meeting
2. Approve Warrant List for payment of bills received for August 2026
3. Approve financial statements for July 2026

Director Delgado made a motion to approve all consent calendar items. Director Puente second the motion. The motion passed unanimously.

REGULAR AGENDA ITEMS

1. Report from the Executive Director. The Executive Director presented their report, a copy of which is attached.
2. Future Agenda Items: Review and approve Legislative Advocacy Policy

ADJOURNMENT

Director Puente made a motion to adjourn the meeting. Director Ceballos second. The motion passed unanimously. The meeting was adjourned at 5:31 PM.

Pinnacle Operating (1252)Bank Balance: 0.00Ending Balance: \$81,771.54					
Date: Custom					
Date	Ref No.	Payee	Memo	Payment	Type
09/18/2026		Intuit QuickBooks Workforce	Tax withdrawal	1,476.90	Tax Payment
09/18/2026	DD	Ellen Herrera	Pay Period: 09/01/2026-09/15/2026	2,424.81	Paycheck
09/18/2026	DD	Jacob A. Nelson	Pay Period: 09/01/2026-09/15/2026	500.77	Paycheck
09/18/2026	DD	Jose D. Nunez	Pay Period: 09/01/2026-09/15/2026	701.09	Paycheck
09/18/2026	DD	Jesse F. Sanchez	Pay Period: 09/01/2026-09/15/2026	436.08	Paycheck
09/16/2026		Orkin	PREAUTHORIZED ACH DEBIT ORKIN/ORKIN PEST 1388384 SANTA CLARA VALLEY MEM	184.30	Expense
09/16/2026	August 2026	City of Gilroy	August 2026	538.23	Expense
09/16/2026	Aug 2026	City of Gilroy	August 2026	1.00	Expense
09/11/2026	23199296	Bay Alarm Company	10/1-12/31-2026	380.04	Expense
09/10/2026		Spectrum Business	8/22 to /21 2026 Internet	150.00	Expense
09/10/2026	1870	Isaac Cadile	Junk removal-broken chairs, tables, table carts, misc.	250.00	Expense
09/08/2026	Aug2026	PG&E	PGE 9/18/2026	641.72	Expense
09/06/2026	Aug 2026	Recology South Valley	August 2026	943.79	Expense
09/04/2026		Lowe's	XXXXXXXX122294 PREAUTHORIZED ACH DEBIT Lowes/SYF PAYMNT XXXXXXXX5920244 SOUTH SANTA CLARA VALL	58.24	Expense
09/04/2026		Intuit QuickBooks Workforce	Tax withdrawal	1,197.26	Tax Payment
09/04/2026	DD	Ellen Herrera	Pay Period: 08/16/2026-08/31/2026	2,037.10	Paycheck
09/04/2026	DD	Jose D. Nunez	Pay Period: 08/16/2026-08/31/2026	291.36	Paycheck
09/04/2026	DD	Jesse F. Sanchez	Pay Period: 08/16/2026-08/31/2026	762.91	Paycheck
09/04/2026	DD	Jacob A. Nelson	Pay Period: 08/16/2026-08/31/2026	291.36	Paycheck
09/02/2026			20260702Deposit cash Santos Garcia Banner		Deposit
08/26/2026		Amazon		80.58	Expense
08/20/2026				801.31	Credit Card Pmt
08/20/2026		Intuit QuickBooks Workforce	Tax withdrawal	1,342.42	Tax Payment
08/20/2026	DD	Ellen Herrera	Pay Period: 08/01/2026-08/15/2026	2,000.88	Paycheck
08/20/2026	DD	Jacob A. Nelson	Pay Period: 08/01/2026-08/15/2026	446.15	Paycheck
08/20/2026	DD	Jose D. Nunez	Pay Period: 08/01/2026-08/15/2026	254.94	Paycheck
08/20/2026	DD	Jesse F. Sanchez	Pay Period: 08/01/2026-08/15/2026	1,235.73	Paycheck
08/17/2026		City of Gilroy	XXXXXXXX935721 PREAUTHORIZED ACH DEBIT CITYOFGILROYSF/WEBPAYMENT SANTA CLARA VALL	1.00	Expense
08/17/2026		City of Gilroy	XXXXXXXX930810 PREAUTHORIZED ACH DEBIT CITYOFGILROY/WEBPAYMENT SANTA CLARA VALL	655.83	Expense
08/16/2026		Orkin	PREAUTHORIZED ACH DEBIT ORKIN/ORKIN PEST 1388384 SANTA CLARA VALLEY MEM	184.30	Expense

South Santa Clara Valley Memorial District

Balance Sheet

As of Sep 19, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
New Public Funds Account (2036)	88,204.05
New Rental Account (2028)	6,622.50
New Reserve Money Market (6631)	5,000.00
Pinnacle Operating (1252)	-6,493.75
Pinnacle Rental Sweep (7531)	96,973.60
Pinnacle Reserve Sweep (2526)	230.00
Pinnacle Reserve Sweep (8656)	232,364.23
Santa Clara County Tax Collection	38,246.26
Total for Bank Accounts	\$461,146.89
Accounts Receivable	
Accounts Receivable	5,079.63
Total for Accounts Receivable	\$5,079.63
Other Current Assets	
Prepaid Expenses	-0.05
QuickBooks Tax Holding Account	2,818.00
Uncategorized Asset	0.00
Undeposited Funds	0.00
Total for Other Current Assets	\$2,817.95
Total for Current Assets	\$469,044.47
Fixed Assets	
Accumulated Depreciation	-614,206.83
Construction in Progress	597,611.55
Furniture and Equipment	61,638.54
Improvements	819,371.45
Land	8,020.00
Total for Fixed Assets	\$872,434.71
Total for Assets	\$1,341,479.18

South Santa Clara Valley Memorial District

Balance Sheet

As of Sep 19, 2026

	Total
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	1,580.06
Total for Accounts Payable	\$1,580.06
Credit Cards	
Pinnacle (0324)	471.86
Total for Credit Cards	\$471.86
Other Current Liabilities	
Accrued Expenses	11,329.28
Deferred Revenue	0.00
Direct Deposit Payable	-4,062.75
Payroll Liabilities	\$0.00
Overpayment	-0.34
Total for Payroll Liabilities	-\$0.34
Payroll Tax Payable	1,341.52
Total for Other Current Liabilities	\$8,607.71
Total for Current Liabilities	\$10,659.63
Total for Liabilities	\$10,659.63
Equity	
Opening Balance Equity	286,083.23
Retained Earnings	1,066,200.99
Net Income	-21,464.67
Total for Equity	\$1,330,819.55
Total for Liabilities and Equity	\$1,341,479.18

South Santa Clara Valley Memorial District

Profit and Loss YTD Comparison August 2026

	TOTAL	
	Aug 2026	Jul 1 - Aug 31 2026 (YTD)
Income		
Donations	690.00	821.15
Interest Income	889.57	1,930.20
Rental Income	6,168.75	10,828.75
Santa Clara County Property Tax Collection	1,290.17	1,435.79
Total for Income	\$9,038.49	\$15,015.89
Gross Profit	\$9,038.49	\$15,015.89
Expenses		
Advertising		290.76
Bank Fees	12.00	12.00
Food	88.38	184.38
Janitorial Services and Supplies	1,551.06	3,039.89
Maintenance		
HVAC		398.24
Pest Control	184.30	368.60
Plumbing Repairs		1,159.00
Total for Maintenance	\$184.30	\$1,925.84
Payroll	\$277.00	\$529.00
Taxes	785.96	1,496.66
Wages	9,214.00	17,684.00
Workers Compensation Insurance	-375.94	-375.94
Total for Payroll	\$9,901.02	\$19,333.72
Software	\$199.99	\$199.99
Google	18.79	37.58
Total for Software	\$218.78	\$237.57
Supplies	178.91	859.84
Utilities		
Alarm		349.29
Gas and Electric	409.17	657.05
Telephone and Internet	206.66	403.32
Trash Service	943.79	1,829.46
Water	656.83	1,049.06
Total for Utilities	\$2,216.45	\$4,288.18
Total for Expenses	\$14,350.90	\$30,172.18
Net Operating Income	-\$5,312.41	-\$15,156.29
Net Income	-\$5,312.41	-\$15,156.29

August 2026 Staff Report

BUILDING MAINTENANCE AND IMPROVEMENTS

1. **Roof/Solar replacement:** The roof has been completed and passed inspection. They added extra vents to assist in cooling off the attic. Plans for the solar have been submitted to the county and the utility interconnection agreement has been prepared.

RENTALS AND MARKETING

1. **Hall:**

Fiscal Year	Total Rentals for the Fiscal Year*	% Increase Over Last Year	Sales
2023-24	364	12%	\$66,105
2024-25	213	-7%	\$61,512
2025-26	258	17%	\$74,103
2026-27**	56		\$10,828

1. **Kitchen:**

Fiscal Year	Total Hours Rented for the Fiscal Year	% Increase Over Last Year	Sales
2025-26	104.25		\$2,737.5
2026-27**	41.75		\$1,078.75

*We are not sure of the methodology used to count rentals in prior years. For the current FY, only rentals that produce income are counted. The American Legion and VFW leases are counted as one rental per month. ** through August 31, 2026

VETERANS SUPPORT/ASSISTANCE

1. **Events:**

2026 Veterans Resource Fair will be held on 24 October from 9a-2p. Eleven out of the 22 vendor spaces available are filled.

2026 Veterans Day Parade will be held on 11 November at 1:30pm. A Veterans Day Parade page was created on our website along with a QR code. Those interested in volunteering, or entering a float can instantly find the application using the QR code that was created.

2. **Veteran Benefit Days:** Staff spoke with the Director of the Office of Veterans Services for Santa Clara County, Darlyn Escalante, about having the Veteran Service Representatives come to the Hall the 1 and 3rd Fridays again. Staff will diligently track veterans using this service over the next month or so in order to gather data that will support the need for this change. Darlyn explained that they are very short staffed and it could take until December before they are full strength again.

3. **VSO Community Partners Focus Group:** Staff was invited to become part of this group and attended the first meeting on 16 September in San Jose. A presentation was given by VSO Department Director Darlyn Escalante as to the mission of the focus group: to establish a structured, collaborate forum that strengthens coordination among veteran-serving organizations. There were many organizations represented. Staff agreed to continue

participating in the monthly meetings in the hopes of building new and strengthening current relationships. This group will also serve as a good resource for Veterans' supportive services.

MARKETING

1. The Veterans Hall post card and tri-fold handouts were picked up from the printers. They were handed out at the Gilroy Harvest Festival on 19 September. Additionally, the Executive Director ordered business cards (current stock has been depleted) that now include a QR code that directs those interested directly to our website.

ADMINISTRATIVE

1. In accordance with Resolution 31, the Gilroy Veterans Club submitted a financial report, which is attached.
2. Vacant Board seats: **Two candidates qualified** for the two full-term seats in the South Santa Clara Valley Memorial District for the November 3, 2026 election. Under **Elections Code §10515(b)**, because there were no more candidates than available seats, the **Santa Clara County Board of Supervisors will appoint** the qualified candidates rather than hold an election for those positions. The planned appointees are **Terry L. Palmisano** and **Danny Edward Molina**, both for full terms. Once appointed, they will **serve as if they had been elected** in the general election. The Board of Supervisors was expected to approve the appointments on **October 6, 2024** (though this date appears inconsistent with the November 2026 election referenced in the letter). After approval, the Clerk of the Board will provide **Letters of Appointment, Oaths of Office, and Form 700 (Statement of Economic Interests)**. These must be completed and returned **within 30 days of appointment**.

Next Board Meeting: October 19, 2026

Gilroy Veterans Memorial District



Invites you to our

2026 Veterans Resource Fair

At the
Gilroy Veterans Memorial Hall
74 West 6th Street
Saturday, 24 October
from 9am – 2pm

Participating Providers / Exhibitors

County Office of Veteran Services VSOs - VA Mobile
Medical Team - Local Colleges/University - Housing
Services - Will / Estate Planning - Hospice Care - Adult
& Caregiver Support Services - Home Care Services -
Service Dogs for Vets - Health and Wellness Coaching
Critical Home Repair/Accessibility Assistance
National Cemetery-American Legion-VFW
Combat Vets MC



Save the Date!
**GILROY
VETERAN'S DAY
PARADE
NOVEMBER 11th**

**Ceremony: 11:11 A.M,
followed by luncheon**

Parade: 1:30 P.M

**📍 Gilroy Veteran's Hall
74 W 6th St.**



Donate.

Participate.

Support.



John Berri Post No. 6309 Veterans of Foreign Wars of the United States

Statement of Activity-Canteen

August 2026

	Total
Revenue	
Canteen Income	
Canteen Income, Bar	\$8,369.85
Tips Income	209.00
Total for Canteen Income, Bar	\$8,578.85
Total for Canteen Income	\$8,578.85
Total for Revenue	\$8,578.85
Cost of Goods Sold	
Canteen Cost of Goods Sold	
Canteen Consumables (Including Non-Alcohol)	1,129.82
Canteen Liquor, Beer, Wine Purchases	1,377.85
Total for Canteen Cost of Goods Sold	\$2,507.67
Total for Cost of Goods Sold	\$2,507.67
Gross Profit	\$6,071.18
Expenditures	
Canteen Expenses	
Bar Supplies	362.02
Cable & Internet Service	532.68
Canteen Accounting Services	2,020.00
Canteen Bank Fees & Charges	6.60
Canteen License & Permits	675.00
Canteen Repairs	141.69
Canteen Software & apps	75.00
Credit Card Fees	144.74
Payroll expenses	\$2,762.16
FICA tax	236.54
Total for Payroll expenses	\$2,998.70
Total for Canteen Expenses	\$6,956.43
Total for Expenditures	\$6,956.43
Net Operating Revenue	-\$885.25
Net Revenue	-\$885.25