

**PAHRUMP VETERANS MEMORIAL ADVISORY COMMITTEE**  
**DRAFT MINUTES**  
**March 17, 2022**

Pursuant to NRS, a meeting of the Pahrump Veterans Memorial Advisory Committee was held on March 17, 2022, at 4:00pm at the Bob Ruud Community Center.

**1. Pledge of Allegiance and Call to Order**

The meeting was called to order at 4:00pm by Chair Carl Jones.

**2. Roll Call**

Those in attendance were Chair Carl Jones, Vice Chair Alice Lubbers, Secretary Dina Williamson Erdag, Beverly Baker, Greg Cardarelli, Stephen Hall, Jannis Saunders, Bruce Cox, Eddie Williams, Liasian Frank Carbone, and Bldgs/Grounds Jimmy Martinez.

**3. Approval of the agenda for March 17, 2022.**

Beverly Baker made the motion to accept the agenda as presented, Greg Cardarelli seconded the motion. Motion passed 7-0.

**4. GENERAL PUBLIC COMMENT (Three-minute time limit per person.) Action will not be taken on the matters considered during this period until specifically included on an agenda as an action item (first).**

None.

**5. For Possible Action – Discussion and deliberation of minutes of the Pahrump Veterans Memorial Advisory Committee, meeting of February 17, 2022.**

It was noted that the minutes needed to be corrected: Agenda Item #6, the word “March” was misspelled. Alice Lubbers made the motion that the minutes from the February 17, 2022, meeting be accepted as corrected, Stephen Hall seconded the motion. Motion passed 7-0.

**6. Announcements (first)**

Stephen Hall announced that he was organizing a group called “Patriot Guard Riders” and asked that anyone who was interested in supporting or joining this group should call him at 310/650-1142. The group escorts Veteran’s at funerals.

**7. For Possible Action – Discussion and deliberation regarding approval of past actions on out-of-cycle events at the Pahrump Veterans Memorial by the Chairman, Vice Chairman or Activities Coordinators.**

None.

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**8. Presentation – To Present a certificate of appreciation and plaque to Joe’s Sanitation Service.**

Joe’s Sanitation was presented a certificate, a Pahrump Veterans Memorial Coaster, and a Pahrump Veterans Memorial Pen.

**9. For Possible Action – Discussion and deliberation of certificates of appreciation and plaques to be presented from the Pahrump Veterans Memorial Advisory Committee.**

Carl Jones would like to present a certificate, coaster, and pen to Matt Luis, and later in the year, possibly in June a certificate, coaster, and pen to John Koenig. The Secretary will prepare the certificates and give them to Carl Jones at the April meeting.

**10. Committee Comments (This item limited to announcements or topics/issues proposed for future workshops/agendas)**

The Town of Pahrump has announced there will be an Ethics training on Wednesday, April 6, 2022, at 10:00am. Dina said there are three members of the Pahrump Veterans Memorial Advisory Committee who did not complete the required OML training. Those members are Stephen Hall, Greg Cardarelli, and Jannis Saunders. Liaison Frank Carbone was asked who we proceed, and he asked that the names and contact for these three members be sent to him and he will contact them with information.

**11. For Possible Action – Discussion and deliberation regarding the assignment/re-assignment of Pahrump Veterans Memorial Advisory Committee members onto sub-committees.**

Sub-committee assignments were presented on a spreadsheet. After general discussion, Beverly Baker made the motion that the assignments on the spreadsheet be accepted, Greg Cardarelli seconded the motion. Motion passed 7-0.

**12. For Possible Action – Discussion and deliberation regarding preparing a flyer and/or other marketing material to advertise the Columbarium and In-Ground burials at the Pahrump Veterans Memorial.**

Stephen Hall passed a sample flyer and a sample single fold program to each member for review. Dina Williamson Erdag asked who would be printing this marketing material, and how it would be distributed. After general discussion, it was recommended that the material be printed by the Town Staff, and that the material be made available in the Town Office. Liaison Frank Carbone said that once it is decided what would be included in the material the Town Staff could be directed to print it. The general purpose of this marketing material is to 1) inform the community of the existence of the Pahrump Veterans Memorial, 2) advertising the Columbarium and Veterans section of the cemetery to community Veterans, and 3) advertise the sale of benches, and memorial plaques. Carl Jones requested that Stephen Hall email a copy of his flyer and single fold to the Pahrump Veterans Memorial

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Advisory Committee Secretary so that she can email it to all committee members to edit and be prepared to discuss again at the April 2022 meeting.

- 13. For Possible Action – Discussion and deliberation regarding the preparation of amendments to the Veterans Memorial Standard Operating Procedures (SOP’s) to include guidelines for types of decorations that can be placed on the gravesite and columbarium areas in the Veterans section of the Chief Tecopa Cemetery. These amendments to include the timeframe that decoration placement can remain, along with a description of how decorations will be disposed of and by whom.**

After a short general discussion, Beverly Baker made the motion to accept the Graveside SOPs as presented, and Jannis Saunders seconded the motion. Motion passed 7-0. Frank Carbone took a copy of these SOP’s and will submit them to the Town Board for review and acceptance.

- 14. For Possible Action – Discussion and deliberation of Town of Pahrump mandatory attendance by all advisory committee members at an Open Meeting Law training session.**

This item will be added to the April agenda for further discussion after Liaison Carbone determines what can be done about the three Committee members who did not take the training.

- 15. GENERAL PUBLIC COMMENT (second).**

None.

- 16. COMMITTEE COMMENTS (second)**

Jimmy Martinez stated that the structural drawings on the multi-purpose building have come back to him, and they will be passed around for Staff review, then they will go out to bid.

- 17. ANNOUNCEMENTS (second).**

None.

- 18. ADJOURNMENT**

The meeting was adjourned at 4:50pm.

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APPROVED this \_\_\_\_\_ day

Of \_\_\_\_\_, 2022.

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Chair