

**MINUTES**  
**SUMMIT CEMETERY DISTRICT**  
**September 8, 2020**

**I. CALL TO ORDER:** 9:00 a.m. by President Smith

**II. ROLL CALL:**

**Present**

Linda Smith, President  
Galen Shotts, Vice President  
Helen Enriquez, Trustee  
Donnie Sibole, Manager  
Sandy Chatigny, Clerk of the Board

**Absent**

Melvin D. Foster, Secretary

**III. AGENDA REVIEW:**

None

**IV. PUBLIC INPUT:**

None

**V. MINUTES, EXPENSES, FINANCIAL REPORT:**

- A. A motion was made by Trustee Shotts and seconded by Trustee Enriquez to approve the August 11th, 2020 minutes as presented. Motion carried by unanimous vote.
- B. A motion was made by Trustee Shotts and seconded by Trustee Enriquez to approve the Profit & Loss/Financial Report for August 2020 as presented. Motion carried by unanimous vote.
- C. A motion was made by Trustee Enriquez and seconded by Trustee Shotts to approve the August Check Register/Check Listing as presented. Motion carried by unanimous vote.

**VI. MANAGER'S REPORT**

Report was presented by Manager Sibole.

**VII. SAFETY REPORT**

Driven to Distraction, was the safety topic for this month.  
Shop and Fire Extinguisher inspections were completed.

### VIII. ADMINISTRATIVE ACTION/INFORMATION

- A. Discussion was held regarding the probability of attending the Annual CAPC Meeting scheduled for March 18, 2021 in San Diego, CA. The Board is unsure at this time if they would be attending this conference. Manager Sibole will contact Carol at San Jacinto Cemetery with the Board's decision.
- B. A motion was made by Trustee Shott's and seconded by Trustee Enriquez to approve the Bid from Carlsen Masonry to replace the driveway at Mt. View Cemetery at a cost not to exceed \$58,630.00. Motion carried by unanimous vote.

### IX. NEW BUSINESS:

Due to the concerns that the Board and Manager Sibole have from the incident on August 30, 2020 at the San Gorgonio Memorial Park, the Board strongly suggests that Manager Sibole research the following:

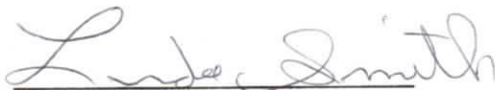
1. What are other cemeteries doing regarding allowing parties in their cemeteries
2. The cost of implementing Security Guards on the weekends
3. Find out what City of Banning Ordinances would be needed to stop parties being held at the cemeteries.
4. Is it necessary to implement a Policy and enforce that policy regarding parties.

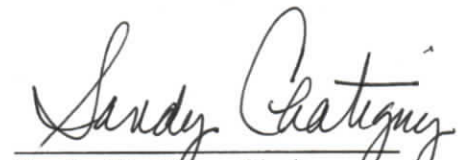
Manager Sibole to report back to the Board after he has completed his research.

### X. ADJOURNMENT:

There being no further business, the meeting was adjourned at 9.55 a.m.

APPROVED:

  
Linda Smith, President

  
Sandy Chatigny, Clerk

AMENDED PAGE

**VIII. ADMINISTRATIVE ACTION/INFORMATION**

- A. Discussion was held regarding the probability of attending the Annual CAPC Meeting scheduled for March 18, 2021 in San Diego, CA. While the Board is excited to have a conference so close to home, they are unsure at this time if they will be attending due to the Covid 19 Virus. Manager Sibole will contact Carol at the San Jacinto Cemetery and advise her of the Board's decision at this time.
- B. A motion was made by Trustee Shotts and seconded by Trustee Enriquez to approve the Bid from Carlson Masonry to replace the driveway at Mt. View Cemetery at a cost not to exceed \$58,630.00. Motion carried by unanimous vote.

**IX. NEW BUSINESS:**

Due to the concerns that the Board and Manager Sibole have from the incident on August 30, 2020, at the San Gorgonio Memorial Park, the Board strongly suggests that Manager Sibole research the following:

- 1. What are other cemeteries doing regarding allowing parties in their cemeteries.
- 2. The cost of implementing Security Guards on the weekends.
- 3. Find out what City of Banning Ordinances would be needed to stop parties being held at the cemeteries.
- 4. Is it necessary to implement a Policy regarding parties being held at the Cemetery if so how would that Policy be enforced.

Manager Sibole to report back to the Board after he has completed his research.

**X. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 9.55 a.m.

APPROVED:

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Linda Smith, President

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Sandy Chatigny, Clerk