

MINUTES
SUMMIT CEMETERY DISTRICT
May 11, 2021

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

II. ROLL CALL:

Present

Linda Smith, President
Galen Shotts, Vice President
Melvyn D. Foster, Secretary
Helen Enriquez, Trustee
Donnie Sibole, Manager
Sandy Chatigny, Clerk of the Board

Absent

Myrna Eberhardt, Trustee

III. AGENDA REVIEW:

None

IV. PUBLIC INPUT:

Local resident Paul Davis was in attendance.

V. MINUTES, EXPENSES, FINANCIAL REPORT:

- A. A motion was made by Trustee Shotts and seconded by Trustee Enriquez to approve the April 13, 2021 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 April 2021 as presented. Motion carried by unanimous vote.
- C. A motion was made by Trustee Foster and seconded by Trustee Shotts to approve the April 2021 Check Register/Check Listing as presented. Motion carried by unanimous vote.

VI. MANAGER'S REPORT

Board members asked Manager Sibole how the first weekends with security guards went. Manager Sibole responded that things went very well. He told the Board that he had been monitoring the San Gorgonio Cemetery over the Mother's Day Weekend, and there were a lot of visitors but no issues or problems, with the exception of one individual that brought his own lawn mower to mow his grave and offered to mow others graves also. The security guard did not ask him to leave or remove his lawn mower at the time, but Manager Sibole has since explained to the security guard that there are no outside lawn mowers allowed on the cemetery grounds for safety reasons.

VII. SAFETY REPORT

Housekeeping, A Clean Place is a Safe Place, was the safety topic for this month. Shop and Fire Extinguisher inspections were completed.

VIII. ADMINISTRATIVE ACTION/INFORMATION

- A. A motion was made by Trustee Enriquez and seconded by Trustee Shotts to approve 3 rules that have been added to the Rules and Regulations Policy as follows:

- #11 No alcoholic beverages, marijuana or any drugs allowed.
- #12 Barbecues, picnics, food and all items and activities associated with barbecues and picnics are not allowed on cemetery grounds.
- #13 Canopies and tents, unless provided by the district are prohibited.

Motion carried by unanimous vote.

IX. NEW BUSINESS

Manager Sibole updated the Board regarding the attorney. He has been in contact with the attorney and was told that the attorney has had some family medical issues but will be giving the task of reviewing our Policy Manual to one of his associates.

The attorney was apologetic for his delay in returning Manager Sibole's phone calls and emails but would like to continue to represent the Summit Cemetery District. Manager Sibole would like to continue working with the current attorney.

X. ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:40 a.m.
