

MINUTES
SUMMIT CEMETERY DISTRICT
August 9, 2022

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

II. ROLL CALL:

Present

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

Absent

Myrna Eberhardt, Trustee
Linda Smith, President

III. AGENDA REVIEW:

No additions

IV. PUBLIC INPUT:

No public

V. MINUTES, EXPENSES, FINANCIAL REPORT:

- A. A motion was made by Trustee Foster and seconded by Trustee Enriquez to approve the July 12, 2022 minutes as mailed. Motion carried by unanimous vote.
- B. A motion was made by Trustee Foster and seconded by Trustee Enriquez to approve the Profit & Loss/Financial Reports for July 2022 as mailed. Motion carried by unanimous vote.
- C. A motion was made by Trustee Enriquez and seconded by Trustee Foster to approve the July 2022 Check Register/Check Listings as mailed. Motion carried by unanimous vote.

VI. MANAGER'S REPORT

Manager Sibole updated the Board on his findings regarding available properties in the area to purchase for future grown. Will need to get clarification on cemetery zoning from the cities before proceeding. Has asked local realtors to assist in getting answers.

VII. SAFETY REPORT

Safe Lifting Tips were the Safety Topic for July.
Shop and Fire Extinguisher inspections were completed.

VIII. ADMINISTRATIVE ACTION/INFORMATION

- A. A motion was made by Trustee Enriquez and seconded by Trustee Foster to approve the cancellation of Contract for Isedralynn Holt in Banning for non- payment over a six month period. Motion carried by unanimous vote.
- B. A motion was made by Trustee Foster and seconded by Trustee Enriquez to approve expenses for Board Members and employees to attend the CAPC Meeting in Lake Tahoe Oct. 7th and 8th. Motion carried by unanimous vote.
- C. A motion was made by Trustee Enriquez and seconded by Trustee Foster to table the Manager's Evaluation until September's Board Meeting so that there are more Board Members in attendance. Motion carried by unanimous vote.
- D. A motion was made by Trustee Enriquez and seconded by Trustee Foster to approve the purchase of a new Dodge Truck for the Manager. Truck cost not to exceed \$55,000.00, Motion carried by unanimous vote.

IX. NEW BUSINESS

X. ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:28a.m.