

**MINUTES**  
**SUMMIT CEMETERY DISTRICT**  
**February 8, 2022**

**I. CALL TO ORDER:** 9:05 a.m. by President Smith

**II. ROLL CALL:**

**Present**

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

**Absent**

Helen Enriquez, Trustee

**III. AGENDA REVIEW:**

**IV. PUBLIC INPUT:**

Local resident Paul Davis in attendance.

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

- A. A motion was made by Trustee Foster and seconded by Trustee Eberhardt to approve the January 11, 2022 minutes as presented. Motion carried by unanimous vote.
- B. A motion was made by Trustee Shotts and seconded by Trustee Foster to approve the Profit & Loss/Financial Report for January 2022 as presented. Motion carried by unanimous vote.
- C. A motion was made by Trustee Foster and seconded by Trustee Shotts to approve the January 2022 Check Register/Check Listing as presented. Motion carried by unanimous vote.

**VI. MANAGER'S REPORT**

No additions

**VII. SAFETY REPORT**

Blood Borne Pathogens was the Safety Topic Handout for this month.  
Shop and Fire Extinguisher inspections were completed.

**VIII. ADMINISTRATIVE ACTION/INFORMATION**

- A. A motion was made by Trustee Shotts and seconded by Trustee Eberhardt to approve the renewal of the Costco Membership for employees and Board Members at a cost not to exceed \$720.00. Motion carried by unanimous vote.

B. 700 Forms were signed and returned to Manager Sibole.

**IX. NEW BUSINESS**

No new business.

**X. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 9:37 a.m.