

MINUTES
SUMMIT CEMETERY DISTRICT
November 8, 2022

I. CALL TO ORDER: 9:02 a.m. by President Smith

II. ROLL CALL:

Present

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

Absent

Myrna Eberhardt, Trustee

III. AGENDA REVIEW:

No Additions

IV. PUBLIC INPUT:

Paul Davis was in attendance.

V. MINUTES, EXPENSES, FINANCIAL REPORT:

- A. A motion was made by Trustee Foster and seconded by Trustee Enriquez to approve the October 11th, 2022 minutes as mailed. Motion carried by unanimous vote.
- B. A motion was made by Trustee Shotts and seconded by Trustee Foster to approve the Profit & Loss/Financial Reports for October 2022 as mailed. Motion carried by unanimous vote.
- C. A motion was made by Trustee Foster and seconded by Trustee Enriquez to approve the October 2022 Check Register/Check Listings as mailed. Motion carried by unanimous vote.

VI. MANAGERS REPORT

VII. SAFETY REPORT

Holiday Safety and Wellness 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 Shotts and seconded by Trustee Enriquez to approve the CSDA Membership Renewal Fee at a cost not to exceed \$7162.00. Motion carried by unanimous vote.

B. Manager Sibole asked Carl Douglas to get in contact with local Realtor Peter Tripp. Mr. Tripp provided 3 current listings of properties that are available in our district.

1. The parcel on Veile in Beaumont.
2. Acreage in Cabazon
3. Acreage in Banning

The Board decided to move forward with negotiations on the Cabazon and Veile properties for now, with the understanding that any acceptance of offers will need full board approval. This may require a Special/Emergency Meeting. Board members agreed this would be the best way to proceed.

IX. NEW BUSINESS

Manager Sibole informed the Board that our attorney has left B,B, & K. He is not sure if we will need to pay a retainer to the new company that he has moved to, but he will find out and let the Board know.

Trustee Enriquez gave the Board a brief report on the CAPC Conference that she attended recently. One of the areas they discussed was Community Outreach. She came home with quite a few ideas and suggestions. She would like to have a Community Outreach Meeting held after the Board Meeting in January 2023 for those that would like to attend or participate.

Trustee Enriquez had the pleasure of meeting with employee Chris Radke recently. She enjoyed the conversation that she had with him. She told the Board that he is a very nice young man and that he wanted to thank the Board for the raise that he recently received and let them know that it meant a lot to him and his family.

She also asked if some beautifications projects could be done in the easement areas at San Gorgonio Cemetery in Banning. She has some ideas on what those projects could be. She will send Manager Sibole some photos and possibly they can come up with some ideas and designs for future projects.

Manager Sibole reminded the Board that we need to get the Publicly Available Pay Schedule reviewed and approved. They will receive the updated version of the Pay Schedule and he asks that they read and review it prior to the next Board Meeting and bring their ideas, suggestions, and comments.

X. ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:50a.m.