

**MINUTES**  
**SUMMIT CEMETERY DISTRICT**  
**October 11, 2022**

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

**II. ROLL CALL:**

**Present**

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

**Absent**

Galen Shotts, Vice President  
Helen Enriquez, 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 Eberhardt to approve the September 20th, 2022 minutes as mailed. Motion carried by unanimous vote.
- B. A motion was made by Trustee Foster and seconded by Trustee Eberhardt to approve the Profit & Loss/Financial Reports for September 2022 as mailed. Motion carried by unanimous vote.
- C. A motion was made by Trustee Eberhardt and seconded by Trustee Foster to approve the September 2022 Check Register/Check Listings as mailed. Motion carried by unanimous vote.

**VI. MANAGER'S REPORT**

**VII. SAFETY REPORT**

Earthquake Preparedness was the Safety Topic for this month.  
Shop and Fire Extinguisher inspections were completed.

**VIII. ADMINISTRATIVE ACTION/INFORMATION**

- A. Manager Sibole discussed with the Board his plans to retire in 2.5 years.

Manager Sibole informed the Board that raises were given to all employees per the Board's recommendation at the last meeting.

**IX. NEW BUSINESS**

Manager Sibole updated the Board on the property search. To date there have not been any new parcels that are options for purchase.

**X. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 9:42a.m.

APPROVED:

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Linda Smith, President

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Sandy Chotiemy, CL