

**MINUTES**  
**SUMMIT CEMETERY DISTRICT**  
**January 10th, 2023**

**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  
Helen Enriquez, Trustee  
Donnie Sibole, Manager  
Sandy Chatigny, Clerk of the Board

**Absent**

Galen Shotts, Vice President

**III. AGENDA REVIEW:**

No Additions

**IV. PUBLIC INPUT:**

Paul Davis, Lin McGillvray, Pat Spafford were in attendance.

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

- A. A motion was made by Trustee Enriquez and seconded by Trustee Eberhardt to approve the December 13, 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 December 2022 as mailed. Motion carried by unanimous vote.
- C. A motion was made by Trustee Enriquez and seconded by Trustee Foster to approve the December 2022 Check Register/Check Listings as mailed. Motion carried by unanimous vote.

**VI. MANAGERS REPORT**

**VII. SAFETY REPORT**

There was no Safety Meeting this month as SDRMA did not provide any Safety Packet. Shop and Fire Extinguisher inspections were completed.

**VIII. ADMINISTRATIVE ACTION/INFORMATION**

- 1. Pat Spafford from Spafford and Landry presented the Annual Audit for 21/22. There were no issues. Audit was clean and went very well. Staff was cooperative. Cemetery is in a good position.

**IX. NEW BUSINESS**

The fence is down on the corner of 1<sup>st</sup> Street and Pennsylvania. Board asked it be looked into.

Susan Shotts joined the meeting to let the Board know of Galen Shott's passing in December. She also wanted to express how much he enjoyed his time on the Board. She shared a few stories about Trustee Shotts. He will be missed.

**X. ADJOURNMENT:**

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