

MINUTES
SUMMIT CEMETERY DISTRICT
August 20, 2024

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

II. ROLL CALL:

Present

Melvyn D. Foster, President
Myrna Eberhard, Vice President
Helen Enriquez, Secretary
Linda Smith, Trustee
Carol Hennessy, Trustee
Donnie Sibole, District Manager
Sandy Chatigny, Clerk

Absent

III. AGENDA REVIEW:

No Changes

IV. PUBLIC INPUT:

None

V. MINUTES, EXPENSES, FINANCIAL REPORT:

- A. A motion was made by Trustee Enriquez and seconded by Trustee Eberhardt to approve the July 9th, 2024 minutes as mailed. Motion carried by unanimous vote.
- B. A motion was made by Trustee Smith and seconded by Trustee Hennessy to approve the Profit & Loss/Financial reports for July 2024 as mailed. Motion carried by unanimous vote.
- C. A motion was made by Trustee Hennessy and seconded by Trustee Enriquez to approve the July 2024 Check Register/Check Listings and credit card purchases as mailed. Motion carried by unanimous vote.

VI. MANAGERS REPORT

No changes to the report

VII. SAFETY REPORT:

Wildfire Smoke was the Safety Topic for this month.
Shop and Fire Extinguisher inspections were completed.

VIII. ADMINISTRATIVE ACTION/INFORMATION:

- A. A motion carried by Trustee Enriquez and seconded by Trustee Eberhardt to approve the Estimate from Waymaker Construction in the amount of \$21,800.00 for Sunnyslope Fencing. Motion carried by unanimous vote.
- B. A motion was made by Trustee Enriquez and seconded by Trustee Hennessy to approve price increases as proposed effective September 1, 2024. Motion carried by unanimous vote.
- C. A motion was made by Trustee Smith and seconded by Trustee Hennessy to approve the quote from SSD Alarm in the amount of \$6,750.00 for new alarm systems at Sunnyslope and Mt. View Cemeteries and new camera systems at all three cemetery sites. Motion carried by unanimous vote.
- D. A motion was made by Trustee Enriquez and seconded by Trustee Hennessy to approve the Conflict of Interest Code Biennial Review. Motion carried by unanimous vote.
- E. A motion was made by Trustee Smith and seconded by Trustee Enriquez to approve Board Members and Staff to attend the CAPC meeting on Oct 12th, 2024. Those wanting to go should contact Lin McGillvray as soon as possible to make reservations. Motion carried by unanimous vote.
- F. A motion was made by Trustee Eberhardt and seconded by Trustee Enriquez to approve Cancellation of the September Board Meeting. Next scheduled Board Meeting will be October 8th, 2024. Motion carried by unanimous vote.

IX. NEW BUSINESS:

Manager Sibole asked the Board what type of Business Cards they would like. The Board agreed that generic cards with cemetery information would be sufficient.

X. ADJOURNMENT:

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