

MINUTES
SUMMIT CEMETERY DISTRICT
August 12, 2025

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

II. ROLL CALL:

Present

Melvin D. Foster, President
Helen Enriquez, Secretary
Linda Smith, Trustee
Carol Hennessy, Trustee
Donnie Sibole, District Manager
Sandy Chatigny, Clerk
Bruce Torola, Assistant Manager
Mary Daniel

Absent

Myrna Eberhardt, Vice President

III. AGENDA REVIEW:

IV. PUBLIC INPUT:

None

V. MINUTES, EXPENSES, FINANCIAL REPORT:

- A. A motion was made by Trustee Enriquez and seconded by Trustee Smith to approve the July 8th, 2025 minutes as mailed. Motion carried by unanimous vote.
- B. A motion was made by Trustee Hennessy and seconded by Trustee Smith to approve the Profit & Loss/Financial reports for July 2025 as presented. Motion carried by unanimous vote.
- C. A motion was made by Trustee Enriquez and seconded by Trustee Smith to approve the July 2025 Check Register/Check Listing and credit card purchases as presented. Motion carried by unanimous vote.

VI. MANAGERS REPORT

No changes to the report

VII. SAFETY REPORT:

Know The Ground Rules For Electrical Safety 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 Smith and seconded by Trustee Hennessy to approve the 2025/2026 Budget as presented. Motion carried by unanimous vote.
- B. A motion was made by Trustee Hennessy and seconded by Trustee Enriquez to approve the proposed Publicly Available Pay Schedule as presented. Motion carried by unanimous vote.

IX. NEW BUSINESS:

The Board requested that a meeting be scheduled with the cemetery's financial advisor, Sandra Wheeler. They are interested in knowing how the investments are doing and are considering making a larger contribution to the ACO account since there is money available to be invested. Manager Sibole explained to the Board that the transfer is usually completed in February and he will make a note to invite Sandra Wheeler to a board meeting prior to February 2026.

Trustee Enriquez has booked Summit Cemetery District a table at a local event for Senior Citizen's Banning on August 23rd from 10:00am to 12:00pm. It is the same day and time as Myrna Eberhardt's Husband's memorial service so she won't be able to be at the Senior Event. Bruce Torola and Sandy Chatigny have volunteered to work at the event. Trustee Enriquez would like to have "goodies" available to hand out. She also brought information from Desert Lawn, Wiefel's Mortuary and Weaver Mortuary, to help create some type of handout with information and pricing from our local cemeteries and mortuaries.

Trustee Smith asked for an update on when the granite name plates might be installed on the new block wall at Sunnyslope. Manager Sibole explained that the break in at Sunnyslope sidetracked all other projects. He is currently working to update Mt. View's shop by reinforcing the shop the same as was done at Sunnyslope's shop. Once that job is completed, he plans to get back to the finishing touches on the wall.

X. ADJOURNMENT:

There being no further business, the meeting was adjourned at 10:13a.m..

APPROVED: