

MINUTES
SUMMIT CEMETERY DISTRICT
March 12, 2024

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

II. ROLL CALL:

Present

Linda Smith, President
Melvyn D. Foster, Secretary
Helen Enriquez, Trustee
Myrna Eberhardt, Trustee
Carol Hennessy, Trustee
Donnic 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 Foster and seconded by Trustee Eberhardt to approve the February 13, 2024 minutes as mailed. Motion carried by unanimous vote.
- B. A motion was made by Trustee Enriquez and seconded by Trustee Foster to approve the Profit & Loss/Financial reports for February 2024 as mailed. Motion carried by unanimous vote.
- C. A motion was made by Trustee Hennessy and seconded by Trustee Enriquez to approve the February 2024 Check Register/Check Listings and credit card purchases as mailed. Motion carried by unanimous vote.

VI. MANAGERS REPORT

Manager Sibole presented his report to the board with no additions or changes.

VII. SAFETY REPORT:

Safety Lifting Tips 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 Eberhardt and seconded by Trustee Hennessy to approve the changes made to Item #18 of the Rules and Regulations, no longer allowing the witnessing of the lowering of caskets and closing of graves. Motion carried by unanimous vote.

IX. NEW BUSINESS:

Carol Hennessy has been appointed by Supervisor Gutierrez. She has received her official letter.

Welcome Trustee Hennessy.

X. ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:33.