

## MINUTES OF REGULAR MEETING

Rio Vista-Montezuma Cemetery District

10:00 A.M.  
Tuesday, March 10, 2020

1016 Hwy. 12  
Rio Vista, CA 94571

### **CALL MEETING TO ORDER/ROLL CALL**

Meeting was called to order at 10:00 A.M. by Chairman Richard Dana; Present: Jim Monahan; trustee, Lana Cates; trustee, and Becky Burch; trustee.

### **PUBLIC COMMENTS**

There were no public comments.

### **MANAGERS REPORT**

Becky Burch reported that there would be a refund from the IRS in the amount of \$4,692.02 for overpayment in the 4th Quarter 2019.

She mentioned that she spoke with Shelly Landi from Augusto Insurance and confirmed the existence of a Public Official Position Schedule Bond which covers Officers and Employees and that we should be getting a renewal bill in April in the amount of \$198.00. She also mentioned that the Ethnic and Harassment training was going to be in Williams on May 20th. She told the Board that Cheryl Smith from Oroville agreed to meet and mentor her and the new manager on April 15. She reported that a new lawn mower was purchased. She also let them know that there were 11 graves sold and 3 more were anticipated. The Board decided they will have a special meeting on Tuesday, March 17, 2020 to go over the Dental and Vision Insurance for everyone.

### **REVIEW OF MINUTES FROM PRIOR MEETING**

The Board reviewed the minutes of the regular meeting of February 11, 2020. It was MSP (Jim Monahan/Lana Cates) to approve the minutes of the February 11, 2020 meeting as read. The vote was unanimous.

### **APPROVAL OF ACCOUNTS PAYABLE**

The board reviewed the accounts payable for March 10, 2020. It was MSP (Lana Cates/Jim Monahan) to approve the following account payable. The vote was unanimous.

Accounts Payable for March 10, 2020 - See Attached

### **PERSONNEL**

The Board approved a raise for Cheyenne Dana (who just completed her 90 days probation) from \$16- to \$20- per hour. Louie Cardona received a raise and went from \$19- to \$22- per hour. Both retroactive as of March 31, 2020. It was MSP (Becky Burch/Lana Cates). The vote was unanimous.

### **ADOPT A POLICY**

The Board approved receiving a stipend of \$100- a day when attending a conference of education seminar up to \$600- a month. It was MSP (Becky Burch/Jim Monahan). The vote was unanimous.

### **MEMBERS REPORT**

Lana mentioned that she was approached by someone who said that the two flags at the entrance of the cemetery need to be replaced.

Becky mentioned that we need to get on the LAFco mailing list.

The Board mentioned upcoming training for Board and Manager and CPR classes with Mark Marshall from GSRMA. Richard wanted to revisit the Grand Jury Audit.

### **ADJOURNMENT**

There being no further business to come before the board, the meeting was adjourned at 11:20 A.M.

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The presiding Director of the April 14, 2020 meeting hereby certifies that the the above minutes were approved as read or corrected.