

MINUTES OF REGULAR MEETING

Rio Vista-Montezuma Cemetery District

10:00 A.M.
Tuesday, January 11, 2022

1016 Hwy. 12
Rio Vista, CA 94571

Meeting held under the modified teleconferencing rules authorized by Governor's Executive Order N-29-20:

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; Becky Burch, Trustee; Jean Rubier, Trustee; and Joana Rodriguez, Manager. All were present VIA Teleconferencing.

PUBLIC COMMENTS

There were no public comments.

MANAGERS REPORT

There have been no burials since last month's reporting. A couple more headstones were straightened. Kacy Bowers Jr. just completed his 90 probation period and has settled in nicely into his position. All cemetery staff is being trained on webCemeteries training courses with the most recent topic being work orders. California Association of Public Cemeteries (CAPC) Annual Conference will be held March 10-12 in Seaside, CA and Public Cemetery Alliance (PCA) will hold their seminar in Visalia on April 6. Finalizing all W-2's and 1099-NEC's for 2021 year end reporting. Will distribute W-2's to all employees and Trustee's before month end. Melinda Ingram formally resigned with Solano County as of 12/30/2021 and will be sending out an engagement letter sometime in April for an upcoming District Audit.

APPROVAL OF MINUTES

The Board reviewed the minutes of the regular meeting on December 14, 2021. It was MSP (Jean Rubier/Jim Monahan) to approve the minutes of the December 14, 2021 meeting as read. Roll Call: Richard Dana (yes), Jim Monahan (yes), Lana Cates (yes), Becky Burch (yes) and Jean Rubier (yes). The vote was unanimous.

APPROVAL OF ACCOUNTS PAYABLE

The board reviewed the accounts payable for December 2021. It was MSP (Becky Burch/Jean Rubier) to approve the following account payable. Roll Call: Richard Dana (yes), Jim Monahan (yes), Lana Cates (yes), Becky Burch (yes) and Jean Rubier (yes). The vote was unanimous.

Accounts Payable for December 2021 - See Attached

MEMBERS REPORT

Jim Monahan reported seeing employee Kacy Bowers Jr. working at Collinsville.
Jean Rubier mentioned that it would be a good idea to see about heating and air being installed out at Shiloh Church.

ADJOURNMENT

There being no further business to come before the board, the meeting was adjourned at 10:29 A.M.

The presiding Director of the February 8, 2022 meeting hereby certifies that the above minutes were approved as read or corrected.