

MINUTES OF SPECIAL MEETING
Rio Vista-Montezuma Cemetery District

2:30 P.M.
Friday, April 5, 2024

1016 Hwy. 12
Rio Vista, CA 94571

CALL MEETING TO ORDER/ROLL CALL

Meeting was called to order at 2:30 P.M. by Chairman Becky Burch; Present: Jim Monahan, Trustee; Richard Dana, Trustee; Jean Rubier, Trustee; and Joana Rodriguez, Manager. Shelly Landi, Trustee was absent.

CERTIFICATE OF LIABILITY INSURANCE REQUIREMENTS FOR THE WONG FAMILIES HEADSTONE INSTALLATION

The Board reviewed the email dated April 4, 2024 that Manager Joana Rodriguez received from Jake Dickman, Risk Control Advisor, with Golden State Risk Management Authority (GSRMA) in regards to family members of Marlene Wong spearheading and assisting with the installation of her headstone. Jake mentioned that per the Rules and Regulations for the Rio Vista-Montezuma Cemetery District the Board reserves the right to give or deny authorization to any workers before they may perform work on the Cemetery grounds and that only bond-insured companies or individuals can set markers and must provide a Certificate of Liability Insurance naming Rio Vista-Montezuma Cemetery as additional insured of \$1,000,000-. Jake also said that there needs to be Additional Insured Endorsements on the policy to extend coverage to the Rio Vista-Montezuma Cemetery District and that the contract ensures the monument company assumes all installation-related liabilities, including family involvement and list the family members. Once Joana receives the documentation it will be forwarded to GSRMA for the Risk Manager and Underwriter to review before final approval is given for the headstone installation. The Board all agreed that this was the best form of action to take in this situation.

ADJOURNMENT

There being no further business to come before the board, the meeting was adjourned at 3:08 P.M.

The presiding Director of the May 14, 2024 meeting hereby certifies that the above minutes were approved as read or corrected.