

MINUTES OF REGULAR MEETING  
Rio Vista-Montezuma Cemetery District

10:00 A.M.  
Tuesday, December 13, 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 Becky Burch; Present: Jim Monahan, Trustee; Richard Dana, Trustee; Jean Rubier, Trustee; and Joana Rodriguez, Manager.

**PUBLIC COMMENTS**

No Public Comments

**MANAGERS REPORT**

There was a burial for Crystal Childress on November 29.  
Contacted County Counsel Bernadette Curry in regards to the lowering device for the Kimsheew Cemetery District. Based on the residual value of the lowering device Bernadette Curry said it was totally within the District's ability to surplus and donate the lowering device.  
Working on getting a Resolution drawn up for the purpose of donating the lowering device. Continuing to work with Melinda Ingram on the District's audit in addition to the completion of end of year documentation.  
Melinda Ingram came to the cemetery office on November 16 to spend time reviewing documentation for the audit.

**DONATE DISTRICT SURPLUS EQUIPMENT RESOLUTION 2022-01**

The Board reviewed Resolution 2022-01 for donating the District's surplus equipment to Kimsheew Cemetery District. It was MSP (Jean Rubier/Jim Monahan) to approve the Donate District Surplus Equipment Resolution 2022-01. Roll Call: Richard Dana (yes), Jim Monahan (yes), Becky Burch (yes) and Jean Rubier (yes). The vote was unanimous.

**APPROVAL OF MINUTE**

The Board reviewed the minutes of the regular meeting on November 8, 2022. It was MSP (Richard Dana/Jim Monahan) to approve the minutes of the November 8, 2022 meeting as read and corrected. Roll Call: Richard Dana (yes), Jim Monahan (yes), Becky Burch (yes) and Jean Rubier (yes). The vote was unanimous.

## **APPROVAL OF ACCOUNTS PAYABLE**

The board reviewed the accounts payable for November 2022. It was MSP (Jean Rubier/Jim Monahan) to approve the following account payable. Roll Call: Richard Dana (yes), Jim Monahan (yes), Becky Burch (yes) Jean Rubier (yes). The vote was unanimous.

**Accounts Payable for November 2022 - See Attached**

## **MEMBERS REPORT**

Jean Rubier mentioned that Amy Schmidt from RioVision reached out to her about Susan Whitesell getting in contact with Jean to get some information on Shiloh Church for the Discover Rio Vista January-April 2023 edition. There will be an article in the Discover Rio Vista on the history of the Shiloh Church and what has be done over the years to maintain it.

Jim Monahan made mention about the updating of the Employee Handbook and reaching out to Bob Hunt for possible assistance in this process.

## **ADJOURNMENT**

There being no further business to come before the board, the meeting was adjourned at 10:45 A.M.

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The presiding Director of the January 10, 2022 meeting hereby certifies that the above minutes were approved as read or corrected.