

MINUTES OF REGULAR MEETING  
Rio Vista-Montezuma Cemetery District

10:00 A.M.  
Tuesday, July 9, 2024

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 Becky Burch; Present: Jim Monahan, Trustee; Richard Dana, Trustee; Jean Rubier, Trustee; Shelly Landi; Trustee and Joana Rodriguez, Manager

**PUBLIC COMMENTS**

No public comments

**MANAGERS REPORT**

There was a burial for Jerry DaCruz on June 25 at Shiloh and for Ruby Baird on June 28. Spoke with former Trustee Lana Cates who said she was doing well. Working on completing all necessary paperwork for the end of Fiscal Year 2023-2024.

**SOLANO COUNTY PUBLIC CEMETERY DISTRICT'S 2023/2024 GRAND JURY REPORT**

In the Grand Jury Report that was released to the public on July 1, 2024 there were three findings and recommendations for the District. Finding #3 stated that Endowment Care signage was not visible or incorrectly placed. New signs will be ordered and placed in the proper locations. Finding #5 relating to legal requirements to post certain categories of data on the District's website. This was completed several months back in working with Solano LAFCO. Finding #7 related to the District updating their payments acceptance to include electronic payments such as credit cards. Once approved by the Board a new checking deposit account will be opened at F & M Bank for the sole purpose of processing credit card payments. This will give individuals looking to purchase interment rights, merchandise and services from the District another payment option.

**NEW CHECKING ACCOUNT AT F & M BANK TITLED DEPOSIT ACCOUNT FOR PROCESSING ELECTRONIC PAYMENTS**

The Board discussed the need for opening a separate bank account for the sole purpose of processing credit cards payments. It was MSP (Shelly Landi/Jim Monahan) to approve the opening of the new deposit account at F & M Bank. Roll Call: Richard Dana (yes), Jim Monahan (yes), Becky Burch (yes), Jean Rubier (yes) and Shelly Landi (yes). The vote was unanimous.

### **APPROVAL OF MINUTE**

The Board reviewed the minutes of the regular meeting on June 11, 2024. It was MSP (Jean Rubier/Richard Dana) to approve the minutes of the June 11, 2024 meeting as read. Roll Call: Richard Dana (yes), Jim Monahan (yes), Becky Burch (yes), Jean Rubier (yes) and Shelly Landi (yes). The vote was unanimous.

### **APPROVAL OF ACCOUNTS PAYABLE**

The Board reviewed the accounts payable for June 2024. It was MSP (Richard Dana/Jim Monahan) to approve the following account payable. Roll Call: Richard Dana (yes), Jim Monahan (yes), Becky Burch (yes), Jean Rubier (yes) and Shelly Landi (yes). The vote was unanimous.

**Accounts Payable for June 2024 - See Attached**

### **MEMBERS REPORT**

Shelly Landi asked about the insurance coverage for the Directors/Officers under the Golden State Risk Management Authority policy.

### **ADJOURNMENT**

There being no further business to come before the board, the meeting was adjourned at 10:58 A.M.

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The presiding Director of the August 13, 2024 meeting hereby certifies that the above minutes were approved as read or corrected.