

MINUTES OF REGULAR MEETING
Rio Vista-Montezuma Cemetery District

10:00 A.M.
Tuesday, September 10, 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; Jean Rubier, Trustee; Shelly Landi, Trustee
and Joana Rodriguez, Manager

PUBLIC COMMENTS

No public comments

MANAGERS REPORT

There have been no burials since last month. Jake Dickman from Golden State Risk Management Authority came to the cemetery office on August 14 for Excavating Best Practices and Ergonomie Lifting Training. Those in attendance were Kent Power, Cheyenne Dana, Kacy Bowers Jr. and Joana Rodriguez. Jake also discussed the Risk Management Accreditation Program through GSRMA where members can earn up to 10% of their current year's contribution. Two of the District's vehicles required new tires and some routine maintenance on them. We are currently looking into the cost of another lawn mower for the cemetery. CPR/AED Training has been scheduled for Tuesday, October 1 with Steve Wood from GSRMA. Cemetery staff and Trustees participate in this training which is done every two years.

RESPONSE LETTER TO 2023/2024 CIVIL GRAND JURY REPORT

The Board reviewed the response letter to 2023/2024 Civil Grand Jury report. It was MSP (Jim Monahan/Jean Rubier) to approve the response letter to 2023/2024 Civil Grand Jury report.

Roll Call: Jim Monahan (yes), Becky Burch (yes), Jean Rubier (yes) and Shelly Landi (yes). The vote was unanimous.

Electronic Payment Processing Fees

The Board reviewed the electronic payment processing fees: 2.50% convenience fee and a \$0.10 processing fee. It was MSP (Jean Rubier/Shelly Landi) to approve the convenience fee and processing fee for electronic payments.

Roll Call: Jim Monahan (yes), Becky Burch (yes), Jean Rubier (yes) and Shelly Landi (yes). The vote was unanimous.

BOARD OF TRUSTEE VACANCY

The individual that showed an interest in the vacant Board position did not meet all of the requirements necessary to be a Board member. There are still a few more interested individual and they have been directed to contact the District's Manager Joana Rodriguez to obtain an application.

APPROVAL OF MINUTES

The Board reviewed the minutes of the regular meeting on August 13, 2024. It was MSP (Shelly Landi/Jean Rubier) to approve the minutes of the August 13, 2024 meeting as read. Roll Call: 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 August 2024. It was MSP (Becky Burch/Jim Monahan) to approve the following account payable. Roll Call: Jim Monahan (yes), Becky Burch (yes), Jean Rubier (yes) and Shelly Landi (yes). The vote was unanimous.

Accounts Payable for August 2024 - See Attached

MEMBERS REPORT

Jean Rubier mentioned the lack of being able to contact a cemetery employee for a recent issue that needed attention. It was mentioned to post a sign on the door with contact information in the event no one was in the office. Becky Burch reported that the memorial service for Trustee Richard Dana will be held on September 20 at noon at the Montezuma Fire District Station 52 located in Birds Landing.

ADJOURNMENT

There being no further business to come before the board, the meeting was adjourned at 11:15 A.M.

The presiding Director of the October 8, 2024 meeting hereby certifies that the above minutes were approved as read or corrected.