



Monday, October 5, 2020, at 10:00 AM
Silveyville Cemetery District Office
800 S. 1st Street, Dixon, CA 95620

REGULAR MEETING | MINUTES

- A. **CALL TO ORDER** The meeting was called to order by Board Chairperson C. Gill at 10:03 AM.
- B. **FLAG SALUTE** The flag salute was skipped due to the flag not being in the area where the meeting was held.
- C. **ROLL CALL**

Present Cindy Gill – Board Chairperson
Emily Rowe – Trustee
Bill Birdsong – Trustee

Also Present Melissa Apaka – District Manager

Absent: Marcy Savala - Trustee
Jennifer Huff – Clerk of the Board

D. **PUBLIC COMMENT**

- None

E. **CORRESPONDENCE/ANNOUNCEMENTS**

- Redevelopment Property Tax Information – Solano County Auditor Controller Office

F. **CONSENT AGENDA**

- Approval of Regular Meeting Minutes for September 14, 2020: Minutes were delivered to the trustees for review/comments. E. Rowe made a motion to approve the September 14th regular meeting minutes as corrected – E. Rowes comment was specifically regarding changing the Tremont BP's at the next meeting. B. Birdsong seconded the motion. 3 Ayes. Motion carried.
- Approval of Expenditures for September 2020: Expenditures were delivered to the trustees for review/comments. E. Rowe made a motion to approve the expenditures as presented. Bill Birdsong seconded the motion. 3Ayes. Motion carried. Trustees asked that the current balance of the capital improvements account be updated on the expenditure report at the next meeting.

G. **INFORMATION ITEMS**

DISTRICT MANAGERS REPORT

- District Manager's Report for September 2020: M. Apaka spoke briefly about the Manager's report, answered questions accordingly.

H. BOARD DISCUSSION & POSSIBLE ACTION ITEMS

OLD BUSINESS

1. Tremont Kiosk: E. Rowe submitted a brief history for the kiosk however the trustees felt it had too much information regarding the Tremont Mite Society, so it was modified. E. Rowe asked the trustees to re-consider including the old map again. The trustees felt it had been adequately discussed at the previous meeting and were not interested in any further discussion. M. Apaka and J. Huff will update the kiosk as discussed at the previous meeting to include the modified brief history.
2. Tremont Church Use Committee Update: B. Birdsong is the chair of the committee and went over the rental pricing the committee came up with for the use of the Tremont Church as well as the updated rules and regulations. The trustees discussed both which included some minor changes. M. Apaka will put together a rental agreement and have the attorney look it over before it will be used. Once all documents are ready, they will be presented to the board for approval.
3. Binghamton: This item was tabled until the next meeting since M. Savala was absent.

NEW BUSINESS

1. Conditions & Maintenance of Cemeteries – no comments.
2. Employee Appreciation Dinner: B. Birdsong made a motion to hold the Employee Appreciation Dinner at Cattlemens December 7, 2020 as long as all staff is available to attend. E. Rowe seconded the motion. 3 Ayes. Motion Carried.
3. B.P. 501.1 & 503.4 Rules & Regulations: M. Apaka presented both policies – 501.1 are the rules & regulations for the Dixon Cemetery and 503.4 are rules & regulations for the Tremont Cemetery. M. Apaka pointed out how similar the two policies are and proposed combining them into one for both locations. After review and discussion, E. Rowe made a motion to update BP 501.1 as discussed and to delete BP 503.4. B. Birdsong seconded the motion. 3 Ayes. Motion Carried. M. Apaka will update BP 501.1 as directed and trustees will review the updates at the next meeting to insure proper wording.

I. BOARD MEMBER'S COMMENTS

- E. Rowe advised that she will be resigning from the board at the end of her term (12/31/2020)

J. CHAIRPERSON'S COMMENTS

- NONE

- K. ADJOURNMENT Meeting was adjourned by Chairperson C. Gill at 12:07 AM. The next regular board meeting is tentatively scheduled Monday, November 9, 2020 at 10:00 am.



Cindy Gill – Board Chairperson



Melissa Apaka, District Manager