



Monday, July 13, 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 10:00 AM.

B. **FLAG SALUTE** Attendees stood and recited the pledge of allegiance.

C. **ROLL CALL**

**Present** Cindy Gill – Board Chairperson  
Marcy Savala – Vice Chairperson  
Emily Rowe – Trustee  
Bill Birdsong - Trustee

**Also Present** Melissa Apaka – District Manager  
Jennifer Huff – Clerk of the Board

D. **PUBLIC COMMENT**

- None

E. **CORRESPONDENCE/ANNOUNCEMENTS**

None

F. **CONSENT AGENDA**

- Approval of Regular Meeting Minutes for June 2, 2020 – Minutes were delivered to the trustees for review/comments. M Savala made a motion to approve the June regular meeting minutes with the correction as discussed. B. Birdsong seconded the motion. 4 Ayes. Motion carried.
- Approval of SPECIAL Meeting Minutes for June 18, 2020 - Minutes were delivered to the trustees for review/comments. B. Birdsong made a motion to approve the June special meeting minutes with the correction as discussed. M. Savala seconded the motion. 4 Ayes. Motion carried.
- Approval of Expenditures for June 2020 – Expenditures were delivered to the trustees for review/comments. B. Birdsong made a motion to approve the June expenditures. E. Rowe seconded the motion. 4 Ayes. Motion carried.

## **G. INFORMATION ITEMS**

### **DISTRICT MANAGERS REPORT**

- District Manager's Report for June 2020 - M. Apaka spoke briefly about the Manager's report, answered questions accordingly.
  - Tremont caretaker home fire sprinkler leak. The caretaker noticed some small water spots in her ceiling. After closer examination, the fire sprinkler line was rusted and leaking. It has since been repaired.

### **INVESTMENT REVIEW**

- Quarterly Portfolio Review – No statement available to review at August meeting.

## **H. BOARD DISCUSSION & POSSIBLE ACTION ITEMS**

### **OLD BUSINESS**

1. BP 501.12 COVID-19 Policy – Due to the ever-changing guidelines regarding social gatherings this policy will need to be changed as needed. B. Birdsong made a motion that changes can be made to this policy at the District Managers discretion as long as it meets the governor's orders and the CDC requirements. M. Savala seconded the motion. 4 Ayes. Motion carried.

### **NEW BUSINESS**

#### **1. Conditions & Maintenance of Cemeteries**

- Asset Removal – M. Apaka reviewed the current asset list and provided the trustees with a list of items that we no longer have so that they can be removed from our current asset list that the county maintains. M. Savala made a motion to remove the items discussed to be removed. B. Birdsong seconded the motion. 4 Ayes. Motion carried.
- M. Savala would like to see that the interior of the front door, trim and interior of the church get painted as well as the mobile home get painted to match the church. After a brief discussion M. Apaka will get a quote from the same painting company that just finished the church exterior. M. Savala made a motion to move forward with getting the inside door, trim and foyer painted. With the option of painting the whole inside of the church and mobile home. Once proposal is received call all trustees prior to moving forward. B. Birdsong seconded the motion. 4 ayes. Motion carried.

#### **2. Binghamton Survey – After minimal discussion, the board will discuss further at the August meeting.**

#### **3. Budget FY 2020/2021 – New FY 2020/2021 budget was reviewed and discussed. M. Savala made a motion to approve FY 2020/2021 budget as discussed. E. Rowe seconded the motion. 4 Ayes. Motion carried.**

#### **4. Employee Uniforms – M. Apaka reviewed the current uniform allowance with trustees and presented new uniforms & laundry service pricing through Cintas. M. Savala made a motion to use Cintas for employee uniforms. B. Birdsong seconded the motion. 4 Ayes. Motion carried.**

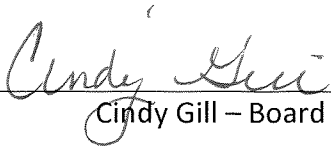
**I. BOARD MEMBER'S COMMENTS**

- M. Savala – Tremont Church and cemetery looks very nice. Likes how the ramp is placed and how it does not take away from the church.

**J. CHAIRPERSON'S COMMENTS**

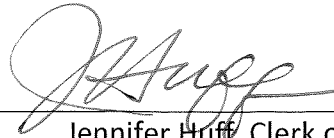
- None

**K. ADJOURNMENT** Meeting was adjourned by Chairperson C. Gill at 11:16 AM. The next regular board meeting is tentatively scheduled for Monday, August 10, 2020 at 10 am.



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Cindy Gill – Board Chairperson



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Jennifer Huff, Clerk of the Board