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The Board of Trustees of the Elk Grove – Cosumnes Cemetery District held their regular Board meeting on Thursday, September 10th 2020 at 2:00 p.m.

Present were: Chairman: Steve Weaver, Trustees: Peggy Forseth-Andrews, Dennis Buscher, Jessica Green and Chheavy Lema.

Staff: District Manager Jonathan Lambdin, Assistant Julia Smith and Secretary Debbie Gale.

Visitors: Kevin Nguyen.

**Public Comment:** Mr. Nguyen asked the Board to consider his request to place separate grave ledgers over his parents' plots in the Pleasant Grove Cemetery in the future. The Board asked questions regarding this request. The Board told Mr. Nguyen that the Board would discuss his request and an answer would be given to him within the week.

**Consent Calendar:** Trustee Dennis Buscher made a motion to approve August 13<sup>th</sup> Board meeting minutes and August 27<sup>th</sup> Cemetery tour minutes and the financial reports for August. Seconded by Trustee Jessica Green. The vote of approval was unanimous.

#### **Discussion and/or Possible Action Items:**

Projects-

- 1) Project Planning Binders –
  - a. Franklin Cemetery – Manager Lambdin reported that the Franklin Cemetery still had two valves that were not working properly and were replaced. The tree stump was removed which the Board discussed on their tour of the cemeteries. Trustee Dennis Buscher asked about the dry well work. Nothing has been done at this time according to Manager Lambdin.
  - b. Elk Grove Cemetery – Nothing new currently.
  - c. Hilltop Cemetery – Nothing new currently.
  - d. Pleasant Grove Cemetery – Construction is going on at the Pleasant Grove Elementary School.
  - e. San Joaquin Cemetery – Nothing new currently.
  - f. Elder Creek Cemetery – The Davis' plot is being repaired which the Board discussed on their tour of the cemeteries.
  - g. Kent Street warehouse – Nothing new currently. Trustee Peggy Forseth-Andrews asked about purchasing the warehouse in the future. Manager Lambdin discussed the future focus for this property.

Staffing –

- 1) Status of Groundskeeping staffing – Nothing new currently.

Equipment –

- 1) New equipment status – Nothing new currently.
- 2) Planned acquisitions – Manager Lambdin still unable to get an answer from anyone.

Pending Meetings – Nothing currently.

Report from District Manager / Board Members about other Meetings – No addition meetings were attended.

Chairman Weaver asked Board to discuss the request for a grave ledger by Mr. Nguyen earlier in the meeting. The Board looked at the pros and cons of opening to grave ledgers in the Pleasant Grove Cemetery. The Board talked about four restrictions with grave ledgers – 1) setting standard upright dimensions, 2) ledger to be flush to the ground, 3) six to eight months wait period for grave compaction and 4) a formal letter of liability. A motion was made by Trustee Dennis Buscher to allow grave ledgers with the four restrictions outlined above. Seconded by Trustee Chheavy Lema.

The vote was as follows: AYES: Trustees Lema, Forseth-Andrews and Buscher.

NOES: Chairman Weaver and Trustee Green.

New Business –

- 1) Covid 19 Virus policy - Manager Lambdin added to the Covid policy that funeral service will be only one hour at the graveside. A motion was made by Trustee Peggy Forseth-Andrews to approve this Covid 19 virus policy. Seconded by Trustee Jessica Green. The vote of approval was unanimous.
- 2) Rules and Regulations for Decorations/Visitation signage – The Board reviewed the completed draft. A motion was made by Trustee Dennis Buscher to approve this signage. Seconded by Trustee Jessica Green. The vote of approval was unanimous.
- 3) Review of all District policies - Manager Lambdin requested that a committee be formed to review all the District policies and update them. Trustees Lema, Forseth-Andrews and Green volunteered to form this committee with Manager Lambdin. They will be meeting on Thursdays around 9 a.m.
- 4) Trustee Peggy Forseth-Andrews informed that Board that she has talked to the Elk Grove magazine, “Ardent for Life” about doing an article on the Cemetery District. She also has been doing some research on grants available for beautification projects for the District.

This meeting adjourned at 4:29 p.m.

The next regular Board Meeting will be held on Thursday, October 8<sup>th</sup> 2020 at 2 p.m. at the District office.

Respectfully submitted by,

Debra L. Gale

District Secretary for the Elk Grove – Cosumnes Cemetery District

Date Minutes approved: October 8<sup>th</sup> 2020