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The Board of Trustees of the Elk Grove – Cosumnes Cemetery District held a Special Board Meeting on Thursday, March 17<sup>th</sup> 2022 at 2:00 p.m. at the District office. Trustees in attendance include Chair Peggy Forseth-Andrews, Trustees: Dennis Buscher, Jessica Green and Steve Weaver. Staff: District Manager Jonathan Lambdin and District Secretary Debra Gale. Absent: Trustee Chheavy Lema and Assistant/Sales Julia Smith.

**Public Comment:** None.

**Consent Calendar:** Trustee Weaver made a motion to approve the February 10<sup>th</sup> Board meeting minutes and the financial reports for February. Seconded by Trustee Buscher. The vote of approval was unanimous. Trustee Buscher asked for the payroll report for the prior month be attached to the financial report.

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

**Facilities Report** – Nothing currently.

**Staffing** - Interviewing has not been going well. There have been several no shows or calls. The Trustees discussed relaxing the temp agencies requirements. The Board will discuss this more and vote at next month's meeting. Trustee Weaver volunteered to help review applications and resumes for the District.

**Equipment** – Manager Lambdin reported on the brake issue and repairs with the one-ton truck. Delivery of the one-ton truck and the Equinox vehicle will hopefully be March 18<sup>th</sup>. The Board discussed further the upfitting of the new trucks with light bars, side steps and toolboxes. Manager Lambdin is waiting for quotes from S&K Dealer Supplies for these items.

**Pending Meetings** – None.

**Report from District Manager and Board Members about other meetings** – Manager Lambdin reported missing the Cemetery Commission meeting since he helped on the grounds. Manager Lambdin and Chair Forseth-Andrews reported on the CAPC Conference last weekend in Seaside, California. Then Manager Lambdin reported on the Equipment show he attended on Wednesday at the Roseville Cemetery. He discussed with the Board changing equipment from gas powered to electric powered. The Trustee would like to slowly change over to electric powered as equipment needs to be retired.

Manager Lambdin asked the Board to add the following items to the April's Board meeting: 1) Relaxing the requirements for the agency, 2) adopting Rosenberg's rules of order, and 3) clearing all Cemeteries once or twice a year of decorations (March 1<sup>st</sup> and December 1<sup>st</sup>) **AND** May's Board meeting: 1) Signs for the cemeteries and 2) writing of Bylaws for the District.

**New Business –**

- 1) General Aid Agreement – Manager Lambdin asked to table this until next month’s meeting.
- 2) Consultant for the District – Manager Lambdin handed out the “Consulting engagement letter” to the Board for review. Trustee Weaver made a motion to approve this contract with CPA Farnsworth. Seconded by Trustee Buscher. The vote of approval was unanimous.
- 3) Memorial Day – Chair Andrews-Forseth has talked to Mr. Sahota from the VFW about Memorial Day this year. With limited staff at this time, the Board discussed not having a Memorial Day program this year. Chair Andrews-Forseth would still like to purchase banners honoring Memorial day for each of the cemeteries. A motion was made by Trustee Weaver to have five banners made under the cost of \$ 1,000.00. Seconded by Trustee Buscher. The vote of approval was unanimous.

This meeting adjourned at 3:28 p.m.

The next regular Board Meeting will be on Thursday, April 14<sup>th</sup> 2022 at 2 p.m.

Respectfully submitted by,

Debra L. Gale – District Secretary for the Elk Grove – Cosumnes Cemetery District

Date Minutes approved: May 12<sup>th</sup> 2022