



Meeting Minutes 07-08-2026 – Page #1 of 2

1. Meeting called to order at 5:12 p.m.
2. Roll call of the Board of Trustees - Present: Chair: Scott Davis, Debbie Charlesworth & Stephanie Allan. Absent: Cindy Wingfield
3. Pledge of Allegiance led by Scott
4. Public comment on any agenda item, Open or Closed – No public comment.
5. Consent Calendar
 - A. June 10th, 2026 Board Meeting Minutes
 - B. June 2026 Monthly ClaimsStephanie motioned to approve the consent calendar. Debbie gave a 2nd. Motion passed unanimously.
6. District Managers Monthly Report:
 - i. Burials for June totaled 8 – Ash = 5, Full = 3 FY:25-26 totaled 48 burials
Sold 3 PN in June, used 4 transferring a total of \$5,160.75 to general fund. Deposits for June totaled \$28,213.69 – No major purchases to report.
 - ii. Incidents/Safety Report – Tree in section 4 with several large splits in the limbs, contacted tree company to have limbs removed.
 - iii. Correspondences – FY:25-26 audit is set for July 21st, earlier than usual in hopes that we can get all adjustments made in the same fiscal year. Gridley is planning to raise their prices again. Laurie is getting all the prices updated in the computer as well. Laurie mischarged the 1st customer under the new price sheet by \$25 – Certified letters for past due PN contracts went out. We could either send letters certified requiring a signature for delivery or registered, which means no signature but only the person who the letter is intended for can accept it. I chose signature so we had proof it was delivered. We sent out 3 certified letters and only 2 of them made it and came back. The one that got lost is the only one who has called and committed to paying off in time. Cost was over \$30 to send letters. Laurie is taking a 1 week vacation early August which means we will have to post our agenda earlier than usual for August meeting. Interviews were conducted in a panel setting to replace our vacant FT grounds position. We still have not been billed for previous tree work or for fuel that was delivered in June. Laurie has contacted vendors in hopes to get them in time for this FY. Laurie is still adjusting to how she will collect the late fees on all PN contracts established 7/1/26 and later. Usually we hold employee annual reviews at our July meeting, but Laurie forgot to include it on the agenda – will be addressed at the August meeting.
 - iv. Grounds – North Butte serviced, guys tried to address the public's concern of the gate being hard to open. Irrigation issues in older section of cemetery. Solenoid was smoking and not communicating to the time clock. Guys troubleshooted and were able to fix the



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issue saving the district money. Guys have been adjusting sprinkler coverage and times to ensure everything is getting covered. Tree work for dangerous limbs. Training new hires and getting the cemetery back up to speed since the departure of a grounds person. End of year equipment supplies have been ordered. Blades, stringline, fuel mix etc.

7. Board Discussion & Possible Action Items:

- A. Debbie made a motion to approve the financial report for fund 6414 (pre-need) as presented. Stephanie gave a 2nd. Motion carried.
- B. Stephanie made a motion to approve the financial report for fund 6410 (endowment) as presented showing a journal will be submitted as the County has not been moving the endowment revenue into reserve funds. Debbie gave a 2nd, all ayes, motion carried.

8. Trustee Discussion and Comments – None

9. Adjournment – Stephanie motioned for adjournment at 6:13 pm. A second came from Debbie

The next meeting is scheduled for Wednesday August 12th 2026, at 5:00pm