**Davis Cemetery District**

**February Board Meeting Minutes**

Date:             February 20, 2019

Time:             4:00 pm

Location:       820 Pole Line Rd, Davis, CA

**Board of Trustees:**Chairperson Larry Dean, Vice Chairperson Bill Marshall, Board Members: Dennis Dingemans, Heidy Kellison (excused), Stephen Souza, and Marilyn Mansfield (alternate)

**Staff**: District Superintendent Jessica Potts; Assistant Superintendent Judy Fisher

**Guests:** Yolo County Supervisor Deputy Director Richard Reed

I. Call to Order

II. Introduction of Judy Fisher

III. Approval of Agenda **(5-0-0)**

IV. Trustee Announcements

 Bill Marshall informed the Board his term expired on 01/31/2019 and he would not be reappointed due to the implementation of term limits. Supervisor Provenza has authorized Bill to continue his service until a new Board member has been appointed. Larry and Stephen thanked Bill for his six years of service. Larry expressed concern that a two term limit may not be long enough to learn and be an effective Board member.

V. Public Comment

 None

VI. Approval of the Minutes **(Action: Approved 4-0-0)** Larry Dean abstained due to an excused absence from the December meeting.

 Action approved with the following changes

* IV. Consent Calendar c. Appointment of the Assistant Superintendent. Action should reflect that Dennis Dingemans voted in opposition.
* Footnote to be added that the January 16th meeting was cancelled due to weather.

VII. Informational Items

 a. Superintendent Report (Written) (Received and acknowledged)

 b. Water Permit Update

 The superintendent provided an update regarding the District water permit application status. As of February 11th, all documents have been submitted to the county for review except for the technical report which will require an Engineers review and stamp. Three quotes are being obtained to start the technical report.

 c. Ernesto Arango Plot

 The daughters of Ernesto Arango who was interred in 2015 inquired about placing a monument at his grave site. Since the daughters are not the Deed holders, the Superintendent will be working with the deed holder to obtain approval for monument placement. Final decision of the deed holder will be communicated with the daughters of Ernest Arango and the Superintendent will update the Board of the outcome.

VIII. Action Items

 a. Board Succession Planning

 Given that Bill Marshall currently serves as Vice Chair and his term has expired, Larry Dean opened the floor for discussion regarding the possibility of appointing a new Vice Chair. The Board agreed that since Bill was given permission to continue to serve until a replacement has been appointed, a new Vice Chair election was not needed. Marilyn Mansfield did agree to serve as Vice Chair in the future, if needed.

 b. Catholic Section – New Plotting

 The Mustard family inquired in September about the possibility of purchasing new plots in the Catholic section specifically in an area that is currently covered by concrete. The Superintendent recommended new plots could be opened in this section with some in house work.

**Action:** Approved the Superintendent to determine the timing, cost, plotting and future sale structure of this new section. Motion: Stephen Souza 1st, Bill Marshall 2nd, (5-0-0)

Adjournment

**Action**: Motion to adjourn Marilyn Mansfield 1st; Bill Marshall 2nd (5-0-0)

Next meeting date is set for March 20 at 4 pm.