

Davis Cemetery District Board
Special Meeting Minutes

Date: 7/05/2018
Time: 4:00 PM
Location: 820 Pole Line Rd., Davis, CA

Call to order/introductions: Chairperson Larry Dean, Vice Chairperson Bill Marshall, Board members: Dennis Dingemans, Marilyn Mansfield, Stephen Souza.

Staff: Office Manager Christi Postlethwaite, Community Outreach Director Kristi Dvorak

Public: Petrea Marchand of Consero Solutions,
Yolo County Supervisor Jim Provenza, Yolo County Supervisor Representative: Deputy Supervisor Richard Reed, Intern Mariah

Approval of agenda (5-0-0) with addition of #6 New Business item

Public comment:

Opportunity for members of the public to address the Davis Cemetery District Board on issues related to Davis Cemetery District business but which do not appear on the agenda. The Davis Cemetery District Board reserves the right to impose a reasonable time limit afforded to any one topic or to any individual speaker.

New Business

- a. Petrea Marchand of Consero Solutions presented her recommendations to the board. Her report included recommendations, good governance checklist and the following recommendations.
 - b. She recommends an Interim Superintendent for at least six months to review District operations and provide the Board guidance.
 - c. She recommends GEN-2: Use reserve and remaining funds at the end of 2017-18 to fund interim Superintendent and implementation of recommendations resulting from review.
 - d. Recommends a list of items that should be started to be worked on before the interim superintendent is placed.
 - e. The short list of possible candidates who have the required experience, skills and availability are Joan Planell as the Interim Superintendent and Mary Kirlin for additional support.
 - f. Petrea will share the commentary from the interviews with the interim superintendent.
 - g. The payrate is negotiable and costs will need to be discussed in as an open session item.
 - h. Board inquired about hiring an administrator who has cemetery district experience.
 - i. Board discussed the need to establish payrate, who they would report to and making finding the new superintendent the priority.
1. Board Consideration of any recommendations suggested by Petrea Marchland's report.

Motion: The Chair, Office Manager and Outreach Director to come up with a scope of goals and requirements that the district would request of the interim team and negotiate a contract. Larry Dean 1st Bill Marshall 2nd Vote No by Dennis Dingemans. (4-0-1)

Motion: The Board Chair was granted the direction to come up with a number not to exceed \$20,00 to negotiate a contract and to inform the board. 1st. Dennis Dingemans 2nd Larry Dean. (5-0-0).

2. FY 17/18 budget adjustment presented by Christi Postlethwaite (written and verbal)

Motion: Approved attached FY 17/18 adjustment recommendations. Bill Marshall 1st moved Larry Dean 2nd. (5-0-0)

3. FY18/19 budget adjustment postponed to a later date.
4. County Supervisor Jim Provenza provided a Brown Act Training Session.
5. Discussed scheduling of regular board meeting for the month of July.

Adjournment: Regular meeting scheduled for July 18th at 4:00 pm. 1st Bill Marshall, 2nd. Stephen Souza.