**Davis Cemetery District**

**March Board Meeting Minutes**

Date:             March 20, 2019

Time:             4:00 pm

Location:       820 Pole Line Rd, Davis, CA

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

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

**Guests:** Bill Marshall

I. Call to Order

II. Introduction of Jonathon Howard

III. Approval of Agenda **(4-0-0)**

IV. Trustee Announcements

Stephen Souza notified the Board that he may miss the May 2019 meeting. Larry Dean notified the Board that he will miss the May and June 2019 meetings.

V. Public Comment

Bill Marshall offered to serve as a resource for the Board of Trustees now that he is no longer a Trustee.

VI. Approval of the Minutes **(Action: Approved 3-0-0)** Jonathon Howard did not vote as a new Trustee.

Action approved with the following changes

* IV. Trustee Announcements: “Larry expressed concern that a two-year term limit may not be long enough to learn and be an effective Board member” was changed to “Larry expressed concern that a two-term limit may not be long enough to learn and be an effective Board member”

VII. Informational Items

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

VIII. Action Items

a. Policy Revision Calendar

The policy revision calendar was presented by the Superintendent.

**Action:** Approved without revision. Motion: Jonathon Howard 1st, Marilyn Mansfield 2nd,

(4-0-0)

b. Board Policies Revision

The policy revision was presented by the Superintendent. After discussion, the second sentence was modified to read: *The Board has appointed the Superintendent to periodically review its policies and make revision recommendations to the Board.*

**Action:** Approved with revision. Motion: Stephen Souza 1st, Jonathan Howard 2nd, (4-0-0)

c. Superintendent Responsibility Revision

The policy revision was presented by the Superintendent. After discussion, the last two bullets were modified to read: *Authority to approve all purchases under $10,000 and Authority to approve all decision which carry liability under $10,000.*

**Action:** Approved with revision. Motion: Stephen Souza 1st, Marilyn Mansfield 2nd, (4-0-0)

d. Vice Chair Appointment

Larry Dean opened the discussion to appointment a new Vice Chair due to Bill Marshall’s term ending. Stephen Souza volunteered to serve as Vice Chair.

**Action:** Approved (3-0-0) Stephen did not vote

Adjournment

**Action**: Motion to adjourn Marilyn Mansfield 1st; Jonathon Howard 2nd (4-0-0)

Next meeting date is set for April 17th at 4 pm.