

DAVIS CEMETERY DISTRICT

A Designated Arboretum
820 POLE LINE ROAD
DAVIS, CA 95618
(530) 756-7807
www.daviscemetery.org

Date: December 20, 2023
Time: 3:00 pm
Location: 820 Pole Line Rd, Davis, CA 95618

Board of Trustees: Chairperson Heidy Kellison, Vice Chairperson Larry Dean Board Members: Stephen Souza, Gail Jankowski, Kate Bowen, and Joseph Cattarin (alternate)(excused)

Staff: District Superintendent Jessica Smithers; Assistant Superintendent Judy Fisher; Ground Foreman Matt Ries; Grounds II Dylan Weiss; Grounds II David Crowley

Guests: None

Open Session

- I. Open Session **3:00 pm**
- II. Staff Introductions
- III. Approval of the Agenda **(4-0-0)**
- IV. Trustee Announcements
 - A. Conflict of Interest **None**
 - B. COVID-19 Memorial Update - Construction will resume when the rain subsides.
- V. Public Comment **None**
- VI. Approval of the October 2023 Minutes **(3-0-1) (abstention due to absence)**
- VII. Informational Items
 - A. Superintendent Report
Presented and received.
 - B. In Ground Cremation Garden

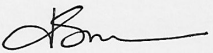
The superintendent presented her vision on creating a cremation garden in SA and NA sections. General support was received, and the superintendent will move forward with having the gardens designed. Trustee Jankowski recommended the superintendent reach out to Emily Griswald with the City of Davis and Trustee Souza recommended I reach out to the UC Davis Landscape Architect Department to see if we can get someone to take on the design as a project.

- VII. Action Items
 - A. Compensation Policy Update
 - B. The superintendent presented recommended edits to the district's Compensation policy, adjusting staff salary ranges in line with cost-of-living increases received from 2021 – 2023. Discussion followed. Motion to approve as presented and allow the superintendent to apply the cost-of-living adjustments to this policy on an annual basis: Larry Dean 1st, Stephen Souza 2nd, **(5-0-0) (Trustee Jankowski arrived and voted)**
 - C. Appoint Subcommittee to Review District Vision and Mission

The Trustees discussed appointing a two-person subcommittee to review and make recommended updates to the district's mission and vision as part of the board's 2023-24 goals. Motion to appoint Trustee Bowen and Trustee Souza: Larry Dean 1st, Gail Jankowski 2nd, **(5-0-0)**

Trustees discussed permanently moving regular meetings to 3pm and asked for the policy change to be added to the February 2024 board meeting agenda for discussion and vote.

Adjournment **4:23pm** Next meeting date is set for Wednesday, February 21, 2024, at 3pm.

A handwritten signature in black ink, appearing to read "L. Dean", is centered within a light gray rectangular box.