



Meeting Minutes 12-10-2025 – Page #1 of 2

1. Meeting called to order at 5:05 p.m.
2. Roll call of the Board of Trustees - Present: Chair: Scott Davis, Vice Chair: David Schmidl, Stephanie Allan & Cindy Wingfield. Absent: Debbie Charlesworth
3. Pledge of Allegiance led by David
4. Public comment on any agenda item, Open or Closed – No public comment. Guest from Gridley-Biggs Cemetery District
5. Consent Calendar
 - A. November 12th Board Meeting Minutes
 - B. November Monthly ClaimsCindy motioned to approve the consent calendar. Stephanie gave a 2nd. Motion passed.
6. District Managers Monthly Report:
 - i. Burials for November = 1 Ash // Sold 2 PN and used 0. Deposits for the month totaled \$5,872.30 // \$1,985.54 in Gen Fund // \$600 in Endowment // \$3,286.76 in PN fund.
 - ii. Incidents/Safety Report – Scheduled AG inspection on Monday
 - iii. Correspondences – Streamline (website vendor) is offering \$50/month fee for a tool that will convert all documents on website to readable documents for visually impaired people. Keeps us in compliance of the “Unruh Civil Rights Act” discrimination of sex, race, disabilities, etc. Payroll company now has a secure format for payroll to uploaded and received, due to emails being hacked. – presented price sheets from Sutter, Gridley and Live Oak for information as other Districts have raised their rates and plan to do so again. Last time LOCD raised rates was 2021. Wreaths were delivered, significantly less than previous years. Attendance logs have been updated, all sick leave has been used. Employees are only allowed to carry over 80 hours of vacation and Laurie currently has 160. Will have to address at beginning of year.
 - iv. Grounds – Lupe is on vacation, Laurie has been coming in early for safety (buddy system) Hasn’t been warm enough to spray. North Butte maintained last week. Chemical cabinet was cleaned and organized. New trees are doing well.
7. Board Discussion & Possible Action Items:
 - A. David motioned to approve a \$40,000 payroll transfer for Jan-Mar 2026 payroll. Cindy gave a 2nd, all ayes. Motion passed unanimously
 - B. Stephanie made a motion to nominate Scott Davis as Board Chair. A second came from Cindy. No opposition, motion passed. Scott motioned to nominate David Schmidl as Vice Chair. Stephanie gave a 2nd, motion passed.
8. Trustee comments or discussion – David asked for follow-up on if board meetings count as continued education. Laurie informed him and board that GSRMA said it would count if the education information presented is agendized.
9. Adjournment – Stephanie motioned to adjourn the meeting at 5:40pm. Cindy gave a 2nd.



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The next meeting is scheduled for Wednesday January 14th 2026, at 5:00pm