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1. Meeting called to order at 5:00 p.m.
2. Roll call of the Board of Trustees - Present: Chair: Scott Davis, Vice Chair: David Schmidl, Debbie Charlesworth, Cindy Wingfield & Stephanie Allan
3. Pledge of Allegiance led by David
4. Public comment on any agenda item, Open or Closed – No public comment.
5. Consent Calendar
 - A. January 14th, 2026 Board Meeting Minutes
 - B. January Monthly ClaimsStephanie motioned to approve the consent calendar. Debbie gave a 2nd. Motion passed.
6. District Managers Monthly Report:
 - i. Burials for January = 5 Total // 4 Ash // 1 Full - Sold 2 PN and used 2 PN, transferring \$4,203 from PN to General Fund. Deposits for the month totaled \$15,015.54 // PN = \$4,634.84 // Endow = \$1,200 // GF = \$9,180.50
 - ii. Incidents/Safety Report – Staff attended Sutter Co Ag Department spray training hosted at Sutter Cemetery – We brought donuts. This is a required annual training.
 - iii. Correspondences – Condolences given to Chair Scott who recently lost his father-in-law, and other trustees have had some health concerns. Vice Chair David was sworn in and will serve another 4 years. Had a client claim he had a PN with the District. Through research we learned that the PN was voided due to unable to contact client. I explained he would have to start a new contract . Laurie attended a sales tax training in Redding and found it very informative. Guys worked a Saturday burial which earned them a comp day. Looking into new signs for the District as most are faded and we have new trash cans we can add signs to. Laurie gave each trustee a book that was sent individually to each board member. There is no identification on who sent them.
 - iv. Grounds – Main break repaired, system was down for 10 days while we waited for parts. Repaired trailer to make the haul for trash can pickups. Laurie and Martin picked up the trash cans on the 3rd. We saved the District money but it is not something I would recommend we do again. Guys got the trash cans installed as well as the private estates as they were delivered early Feb. All cement pad work is complete. The expanded area of the cemetery looks great with the trees, private estates as well as burial plots filling in. This should hold the cemetery over for several years and we can focus on beautification, tree maintenance and front curb appeal.
7. Board Discussion & Possible Action Items:
 - A. David made a motion to approve the review of the following safety policies IIPP, HIPP, EAP and the revision of the WVP. Cindy gave a 2nd. All ayes, motion carried.



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- B. AT&T Phone Service – Stephanie made a motion to remove the fax line and move forward with a cellphone plan as our phone bill continues to increase. Debbie seconded the motion. All in favor, motion carried
- C. Debbie made a motion to approve Smith & Newell’s FY: 24-25 audit and Corrective action plan as presented. A 2nd came from Cindy. Motion passed unanimously.
- 8. Trustee Discussion and Comments - None
- 9. Adjournment – Steph motioned for adjournment at 5:34pm. A second came from Debbie

The next meeting is scheduled for Wednesday March 11, 2026, at 5:00pm