

ALTA CEMETERY DISTRICT  
BOARD OF DIRECTORS MEETING  
NOVEMBER 17, 2020


THIS BOARD MEETING WAS HELD VIA CONFERENCE CALL ON PHONE NUMBER (508) 924-1684 AND WAS OPEN FOR PUBLIC PARTICIPATION PURSUANT TO THE BROWN ACT.

1. CALL TO ORDER BY BOARD CHAIR LYNN SIMMONS AT 12:02 P.M.  
Board members in attendance were: Lynn Simmons, Jeff Belknap, Benita Cortez and Marcia Williams.
2. PUBLIC INPUT:  
None
3. CONSENT CALENDAR:  
A motion was made by Marcia Williams to approve all items on the consent calendar for the month of October. The motion was seconded by Benita Cortez. Ayes: M. Williams, B. Cortez, J. Belknap and L. Simmons. Noes: None. Motion carried. 01-11172020
4. OLD BUSINESS: None
5. NEW BUSINESS:
  - a. CSDA Membership Renewal with purchase of 2021 Labor Law Poster - \$3,029.00  
After review and discussion, a motion was made by Jeff Belknap and seconded by Benita Cortez to renew membership and purchase of Labor Law Poster with CSDA. Ayes: J. Belknap, B. Cortez, M. Williams and L. Simmons. Noes: None. Motion carried. 02-11172020
  - b. CAPC Membership Renewal - \$504.00  
After review and discussion, a motion was made by Jeff Belknap and seconded by Marcia Williams to renew membership with CAPC. Ayes: J. Belknap, M. Williams, B. Cortez and L. Simmons. Noes: None. Motion carried. 03-11172020
  - c. Employee Christmas party  
After discussion, and noting the need for social distancing, a motion was made by Jeff Belknap and seconded by Benita Cortez to allow the manager to decide on the details of a staff lunch and gift exchange and to purchase \$100 Walmart gift cards for staff. Ayes: J. Belknap, B. Cortez, M. Williams and L. Simmons. Noes: None. Motion carried. 04-11172020
  - d. Pandemic Guidelines - Policy# 2045  
After review and discussion, Policy# 2045 was tabled to a future meeting to allow for editing of wording.
  - e. Location of upright row burial spaces to be released for sale  
After discussion, a motion was made by Marcia Williams and seconded by Jeff Belknap to release upright row burial spaces in Block K for sale. Ayes: M. Williams, J. Belknap, B. Cortez and L. Simmons. Noes: None. Motion carried. 05-11172020
  - f. 2 new computers and monitors for office  
After discussion regarding need for updated office computers, a motion was made by Benita Cortez and seconded by Marcia Williams to purchase two new computers and monitors through IT service, BG Origin Group. Ayes: B. Cortez, M. Williams, J. Belknap and L. Simmons. Noes: None. Motion carried. 06-11172020

6. ORAL COMMUNICATIONS: Directors/Staff - No action.
7. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: None
8. ADJOURNMENT:



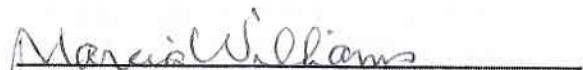
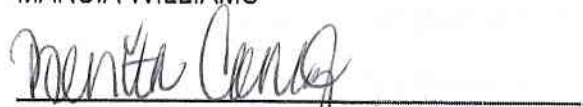
The meeting was adjourned at 12:57 by Board Chair, Lynn Simmons.

Respectfully submitted,



Robin Ogata

Date Approved 12-15-2020

  
LYNN SIMMONS  
JEFF BELKNAP  
MARCIA WILLIAMS  
BENITA CORTEZ