

ALTA CEMETERY DISTRICT
BOARD OF DIRECTORS MEETING
JANUARY 25, 2022

1. CALL TO ORDER BY BOARD VICE-CHAIR, BENITA CORTEZ AT 12:03 P.M.
Board members in attendance were: Benita Cortez, Linda Faust and Marcia Williams.
2. PLEDGE OF ALLEGIANCE
3. PUBLIC INPUT:
None
4. CONSENT CALENDAR:
A motion was made by Linda Faust to approve all items on the consent calendar as presented for the months of November and December. The motion was seconded by Marcia Williams. Ayes: L. Faust, M. Williams and B. Cortez. Noes: None. Motion carried. 01-01252022
5. OLD BUSINESS: None
6. NEW BUSINESS:
 - a. Employee #1003 request for 2 weeks vacation payout
After discussion, a motion was made by Marcia Williams and seconded by Linda Faust to honor the request made by employee #1003 for 2 weeks vacation payout. Ayes: M. Williams, L. Faust and B. Cortez. Noes: None. Motion carried. 02-01252022
 - b. CAPC Annual Conference, March 10-12, 2022, in Monterey, CA
After discussion, a motion was made by Marcia Williams and seconded by Linda Faust to approve the attendance of up to three people at the CAPC Conference. Ayes: M. Williams, L. Faust and B. Cortez. Noes: None. Motion carried. 03-01252022
 - c. Revision to Policy #2030 - Holidays
After discussion, a motion was made by Linda Faust and seconded by Marcia Williams to approve the revision to Policy #2030 regarding paid holidays. The revision allows employees day to end at 12:00pm on Good Friday, Christmas Eve and New Years Eve. Ayes: L. Faust, M. Williams and B. Cortez. Noes: None. Motion carried. 04-01252022
 - d. Bank Signatories
Tabled to future meeting.
 - e. Default on Contract #2600
After discussion, a motion was made by Linda Faust and seconded by Marcia Williams to default on Pre-Need Contract #2600 which was six months in arrears. Ayes: L. Faust, M. Williams and B. Cortez. Noes: None. Motion carried 05-01252022
 - f. Review/Update COVID-19 Prevention Program
Tabled to future meeting.
 - g. Review/Approval of June 30, 2021 Financial Audit presented by Auditor, Garry Riezebos, CPA
Tabled to future meeting
 - h. Form 700 - Statement of Economic Interests
Information only. No action needed.
7. ORAL COMMUNICATIONS: Directors/Staff - No action.
8. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: None

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9. ADJOURNMENT:

The meeting was adjourned at 12:50 p.m. by Board Vice-Chair, Benita Cortez.

Respectfully submitted,



Robin Ogata

Date Approved 2-15-2022

absent 1-25-2022

LYNN SIMMONS

absent 2-15-2022

JEFF BELKNAP



LINDA FAUST



MARCIA WILLIAMS



BENITA CORTEZ