**MANTON JOINT CEMETERY MINUTES**

**June 3, 2024**

**ESTABLISHMENT OF QUORUM**: In Attendance: John Alger, Kay Zimmerman, George Swetzer, Jackie Simmons, Donna Boots, Matthew Meyer, Catherine Mancino and Janet Jensen.

The motion to open the meeting was made by Kay Zimmerman and 2nd by Donna Boots at 7:04pm.

John Alger called the meeting to order.

A motion was made to approve the minutes from the May 20, 2023, meeting by Jackie Simmons, 2nd by Kay Zimmerman:

**Secretary’s Report:**

Janet asked each Board Member to sign the resolution adopting the new Conflict of Interest Code. All docs will be submitted to the County Clerk of Tehama County, and we expect acceptance with no changes. Janet will also notify Shasta County clerk of the change and send copies of the resolution and codes.

The end of the fiscal year is approaching, and we need to meet in July to finalize the figures for fiscal year 25. It was decided that the meeting will be held on July 29th.

**New Business:** John mentioned that the new law to replace all gas-powered equipment with electric may be on the horizon. This should be discussed at the next budget meeting.

**Caretaker Report:**

Matt reported on accomplishments for the month of April and May, including 2 burials, sprinkler repair, mowing, edging, cleaning headstones, and the work accomplished with squirrel eradication. He mentioned the maintenance completed by Paul “the mechanic” and Janet will contact him for an invoice. Paul is not an employee so she will ask for his 10-99.

Kay talked about the squirrel eradication being on-going and Donna asked for a vote to extend treatment by another 8 hours-2 treatments by Pastor Mike. Jackie 2nd the request to vote. John asked for the ayes and noe’s. The vote was unanimous to continue with 2 additional treatments at 8 hours.

Continuing Matt explained he also has discovered 11 veterans’ tombstones, which had disappeared over time. Catherine showed an example of the rehabilitation of some of the marble headstones she had worked on. All commented on how beautiful they are, and the colors were definitely a surprise.

Matt then commented on the closed meeting in May in which the condition of the cemetery was discussed and asked if it was a performance review and if so, he should have been there. Kay explained that it was not a performance review.

Matt then explained that his back was hurting badly while all of this was being accomplished so he took sick leave. John and George both expressed concern that the Board was not notified. Janet stated that anytime there is an injury to any employee on duty it needs to be reported immediately. Kay explained how important it is and Matt explained, it did not happen on the job. He and Catherine will report an injury in the future.

Matt expressed concern that the priorities have changed and if the board felt that the work was not acceptable, and he would like better communication. John agreed to contact Matt when he comes over to the cemetery. Matt considers the care of the cemetery a partnership and he does not feel he is respected or valued and needs to better understand what he needs to do differently. Donna explained the importance and appearance of the grounds. He said he cares deeply about the cemetery and John quickly responded that they are all volunteers and some of the board has been doing this for 30 years without pay.

Kay then explained that the discussion they had was not meant to offend him in any way and was not a performance review; the board just did not want him to feel ‘ganged up on” so she offered to talk to him in person. Additionally, edging was needed before a funeral she had recently attended, and it was embarrassing that the cemetery was not at it’s best. She also asked later if Catherine was getting enough hours and Catherine stated that she was and did not need more.

Kay then stated that the 1st priority is to have the cemetery looking good and Donna again confirmed. Matt agreed and would like to speak to more board members on a regular basis when visiting the cemetery. Jackie expressed concern that the buried tombstones were taken care of during her tenure and she was unhappy that it was assumed she didn’t. All Board Members agreed to have better communication.

To finalize the discussion, John spoke about the options for the road. Denau Construction phased options was considered the best option and the cost is under $5.000. Matt will contact him and proceed with the work.

A motion to adjourn was made by George and seconded by Donna.

John adjourned the meeting at 8:45

Next budget meeting is July 29.