

Minutes

Roseville Public Cemetery District
Board of Trustees
Regular Meeting
Thursday, April 13, 2023
5:00 p.m.
District Office

The regular meeting of the Roseville Public Cemetery District Board of Trustees was held at the District Office, located at 421 Berry Street, Roseville, California, 95678.

A. **CALL TO ORDER:**

Chairman Howe called the meeting to order at 5:00 p.m.

B. **ROLL CALL:**

Members present: Fratis, Howe, Alameida, Gould and Parola

Also present: District Manager Forrey, Office Manager Riley and Maintenance Supervisor Conrad

C. **PUBLIC COMMENTS:**

No Public Comments

D. **APPROVAL OF MINUTES:**

Approved minutes of March 09, 2023

E. **CONSENT AGENDA:**

A motion was made by Fratis and seconded by Alameida to approve the March Consent Agenda. The motion passed 5-0.

F. **CORRESPONDENCE**

G. **BOARD DISCUSSION & POSSIBLE ACTION ITEMS:**

OLD BUSINESS:

1. Family Section:

Grading and tamping is complete. Footings have been installed.

Flatwork should be complete by May 1st.

G. **BOARD DISCUSSION & POSSIBLE ACTION ITEMS:**

NEW BUSINESS:

2. CAPC Annual Conference:

District Manager Forrey, Office Manager Riley and Maintenance Supervisor Conrad reported on the CAPC Annual Conference.

G. **BOARD DISCUSSION & POSSIBLE ACTION ITEMS:**

NEW BUSINESS CONTINUED:

3. CSDA General Manager Leadership Conference:
Office Manager Riley will attend the CSDA General Managers Leadership Conference in Lake Tahoe on June 25-27.
4. Eligibility Policy:
A motion was made by Alameida and seconded by Parola to approve the Eligibility Policy. The motion passed 5-0.
5. Surplus:
A motion was made by Alameida and seconded by Parola to approve the Surplus Disposal Log with changes. The motion passed 5-0.

H. **INFORMATION ITEMS:**

6. District Manager's Report:
 - a. Safety Meeting: March Safety Meeting was on Harassment
 - b. Memorial Day: The VFW will head Memorial Day this year and we will be more active during the event
 - c. Manager's Meeting: March 17th we hosted and it was very successful

I. **RECESS TO CLOSED SESSION**

J. **CLOSED SESSION:**

7. PERSONNEL: Pursuant to Gov. Code §54957:
The Board will meet in Closed Session to consider the appointment, employment, evaluation of performance, discipline, resignation, retirement, dismissal, and/or complaint of a public employee(s).

K. **RECONVENE TO OPEN SESSION**

L. **REPORT ANY ACTION TAKEN IN CLOSED SESSION:**

No action taken

M. **BOARD MEMBER'S COMMENTS:**

No Comments were made.

N. **CHAIRPERSON'S COMMENTS:**

No comments were made.

O. **ADJOURNMENT:**

The meeting was adjourned at 5:23 p.m. The next regular meeting will be held on May 11, 2023.