

**AUBURN PUBLIC CEMETERY DISTRICT**  
1040 COLLINS DRIVE • P.O. BOX 4357 • AUBURN, CALIFORNIA 95604  
(530) 885-5922 • FAX (530) 885-5938

**MINUTES OF THE REGULAR BOARD MEETING**

May 9, 2023

**I. ROLL CALL**

Board Members Present: Terry Cooney, Michael Otten, Earl Wilson, and Melinda Herzog-Landrith.  
The meeting was held at the New Auburn Cemetery – 1040 Collins Drive, Auburn, CA. and commenced at 9:00 a.m.

**II. PUBLIC COMMENT** – Any person may address (5 minutes maximum) the Board of Trustees on any matter. However, the Board cannot discuss, or take any action on any item that is not on the agenda. **Col. Randall Snow spoke to the Board about placing a memorial stone in the Old Auburn Cemetery**

**III. CONSENT CALENDAR**

1. Approval of February 14<sup>th</sup>, 2023, Regular Board Meeting Minutes.
2. January 15<sup>th</sup>, 2022 – February 14<sup>th</sup>, 2023, Check Register.

**MOTION to approve the Consent Calendar.**  
*Herzog-Landrith/Otten, motion approved.*

**IV. FINANCIAL ITEMS**

1. Current Financial Report  
**Trustee Cooney requested that charges to line item SC3630 Trustee Meetings Compensation be corrected to SC4000 Educational Training Services**

**V. MANAGER'S REPORT**

**VI. TRUSTEES' QUESTIONS & COMMENTS**

**Trustee Herzog-Landrith thanked the Board of Trustees for support during a difficult time. Trustee Otten commented that the American flags outside the front gate on Collins Drive look great. Trustee Schneider thanked the Board for being welcoming during her first meeting as a Trustee**

**VII. GOVERNANCE**

**Trustee Cooney mentioned that he will be attending the CAPC Board Meeting in Ventura, California June 4<sup>th</sup>-5<sup>th</sup>, 2023. Manager Weichmann will be attending the CSDA Emerging Leaders Conference at Palisades, Lake Tahoe June 24<sup>th</sup>- June 27<sup>th</sup>.**

**VIII. UNFINISHED BUSINESS**

1. **Pump House Overhaul – Information/Action**  
**Tabled until next Board Meeting**
2. **Collins Drive Subdivision – Information/Action**  
Update on proposed subdivision/Main Water Pipe Relocation  
**Tabled until next meeting**
3. **District Safety Deposit Box – Information/Action**  
**Manager Weichmann will send a copy of the approved minutes to U.S. Bank to update the current name, Craig Forrey to David Weichmann**  
**MOTION to approve the District Safety Deposit Box**  
*Wilson-Herzog-Landrith, motion approved*

**VIII. NEW BUSINESS**

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**1. Etiquette Policy Update – *Information/Action***

Discussion of Cemetery Etiquette Policy regarding alcohol

**MOTION to approve update to Cemetery Etiquette Policy**

*Cooney/Herzog-Landrith, motion approved*

**2. Amendment to District Budget-Transfer \$15,500 from SC5190 Capital Assets-Building and Improvements to SC5270 Capital Assets-Equipment – *Information/Action***

Discussion of transferring funds to offset over-budgeting for Cem-Sites data transfer

**MOTION to approve transfer of funds within District budget**

*Otten/Cooney, motion approved*

**3. Partnership with the Auburn Senior Center – *Information-Action***

Discussion of partnering with the Auburn Senior Center to supply information for pre-need burials

**MOTION to partner with the Auburn Senior Center**

*Cooney/Herzog-Landrith, motion not approved*

**X. ADJOURNMENT -**

The meeting was adjourned at 10:58 am

**Landrith-Herzog/Otten, motion approved**

Respectfully submitted,

**David Weichmann**  
Clerk of the Board

