

CEMETERY BOARD  
November 20, 2024  
MINUTES  
**DRAFT**

Call to Order – 6:00 P.M.

Roll Call

Board Members Present

Vanessa Shimek  
John Weeks  
Jaime Ibarra  
Laurene Davison  
Steve Ann Richie

Board Members Absent

John Gonzales  
Jamie Jones

Staff Present

Jen Basham, Director  
Jessica Martinez, Deputy Director of Parks  
Bailey Campbell, Senior Administrative Specialist/Recording Secretary

**Guests**

None

1. **Call to Order: 6:00 PM**—Vanessa Shimek called the meeting to order at 6:02 PM.

2. **Citizen Appearances**

None.

3. **General**

A. Consider approval of the minutes from the June 21, 2023, meeting. (Staff Contact: Kerry Montgomery, Senior Administrative Specialist)

Jamie Ibarra made a motion to approve the item. John Weeks seconded the motion. Motion passed 5-0. Absent John Gonzales and Jamie Jones.

4. **Reports and Presentations**

A. Receive a report on cemetery updates and maintenance activities. (Staff Contact: Jessica Martinez, Deputy Director of Parks)

Jessica Martinez gave a presentation of on cemetery updates and maintenance activities. A discussion followed.

The board members decided to hold meetings on a semi-annual basis.

**5. Requests and Future Agenda Items and Reports**

**6. Adjourn.**

Vanessa Shimek adjourned the meeting.

Time – 6:15 P.M.

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Bailey Campbell, Recording Secretary