

AUBURN PUBLIC CEMETERY DISTRICT

1040 COLLINS DRIVE • P.O. BOX 4357 • AUBURN, CALIFORNIA 95604
(530) 885-5922 • FAX (530) 885-5938 EMAIL admin@auburncemetery.com

REGULAR BOARD MEETING MINUTES

Wednesday, August 19, 2026, at 9:30 A.M.

District Office - New Auburn Cemetery - 1040 Collins Drive -Auburn, Ca. 95603

A. Call To Order: 9:30 AM

B. Roll Call of The Board: Present were Trustees Terry Cooney, Earl Wilson, Melinda Herzog-Landrith, Lori Tompkins, and Timothy Sands. Also present was District Bookkeeper, Sharon Rodgers, and Architect Michael Murphy.

C. Public Comment on Any Agenda Item – The Chair called for Public Comment, no public was present to address the Board.

D. Consent Calendar:

1. Approve Minutes for the July 15 Regular and July 29 Special Board Meetings.
2. Approve Check Registry for July 1st – 31st, 2026.

MOTION: Tompkins/Wilson to approve Consent Calendar with spelling correction to Trustee Tompkins name on the Special Meeting Minutes; Passed, with Trustee Sands abstaining as he was not appointed to the Board during the July 15 Regular Meeting.

E. Informational Items:

1. District Manager's Monthly Report:
 - i. General Updates.
 - ii. Information and Notices.
2. Financial Report.

Manager's Report given, which detailed interments and interment right purchases for the month of July; Ending of AT&T contract; successful auction of the 1994 Toyota maintenance vehicle; Update to IRS mileage reimbursement; Happenings at the Old Auburn Cemetery; Confirmation of the Strategic Plan Workshop for October 30th; PCA and CAPC meeting updates; Upcoming projects at the New Auburn Cemetery, which include renovations to the Cremation Garden and debris dumping area/Block 11 beautification.

Financial Report given, request for District Manager to set up clarification for CERBT and OPEB.

F. Board Discussion and Possible Action Items:

1. Michael Murphy, Architect, to address the Board regarding a proposal for the construction of a pavilion at the New Auburn Cemetery. This discussion will tie into the District's upcoming Strategic Plan Workshop and possibly a subcommittee for the District's Long-Term Planning:
Discussion/Action: Mr. Murphy discussed what he referred to as the "Rosemary Chapel" design that he had first proposed to the District in 1994 and displayed a mockup of the design; referred the District to look into community-based groups for volunteers and fundraising for such a project; There were several questions regarding ADA compliance, access to restrooms, placement, etc., to be addressed at the Strategic Plan Workshop. **No action taken.**

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2. Discussion of using a District credit card for specific bills that would ease direct online bill payments: **Discussion/Action; Motion: Herzog-Landrith/Wilson to authorize use of current CAL-Card credit card for bills as needed: Unanimously passed.**
3. Review of the proposed Disinterment Policy and other Cemetery District's authorizations: **Discussion/Action: District Manager to review further information for liability and will resubmit it to Board at next Regular Meeting; No action taken.**

G. Board Comments, Concerns, and Informational Matters: None to report.

H. Adjournment: 12:10 PM

The next scheduled Board of Trustees meeting will take place Wednesday, September 16, 2026, at 9:30 am.

These minutes have been certified and posted in accordance with the Brown Act.

Katelan Sweeney
Clerk of the Board and District Manager