

Glenbrook Cemetery District
P.O. Box 646 12969 Bottle Rock Road
Cobb, CA 95426
(707) 279-4450

BOARD OF TRUSTEES MEETING MINUTES
October 6, 2025, 7:00 P.M., in the District Office

1. *Chairperson Lincoln called meeting to order at 7:02 p.m.*

ROLL CALL:

(x) Stephen Barnes (x) Rob Bostock (x) Harry Deffenbaugh (x) Patrick McCarthy
(x) Francis Lincoln (x) Robert Stark-Staff (x) Gloria Fong-Staff

2. **APPROVAL OF AGENDA** – *Bostock motion to approve agenda, seconded by Barnes. AYES: 5. NOES: 0.*

3. **APPROVAL OF CONSENT ITEMS** – *Deffenbaugh motion to approve consent items, seconded by Barnes. AYES: 5. NOES: 0.*

3a. **MINUTES** - Discussion, possible approval of the August 4, 2025 Meeting Minutes. **(PG2)**

3b. **FINANCES** - Approval of the financial reports and fund balances MTD October 6, 2025 and operating expense checks issued for the months of August, September and MTD October 6, 2025. **(PG3)**

4. **TIMED ITEMS**

4a. 7:10 P.M. – PUBLIC INPUT

4b. 7:15 P.M. – CORRESPONDENCE: *None*

4c. 7:20 P.M. – Consider and Approve Scale of Pay for Sexton for Services Performed to include \$125 for presale plot retro-active to July 1, 2025. **(PG9)** *Deffenbaugh motion to approve 4c, seconded by Barnes. AYES: 5. NOES: 0.*

4d. 7:40 P.M. – Consider and Approve Streamline DocAccess Solution for Document Accessibility Compliance. **(PG10)** *Bostock motion to approve 4d for \$60 per month, seconded by Barnes. AYES: 5. NOES: 0.*

5. **NON TIMED ITEMS**

5a. **Cemetery Operation Reports**

Robert Stark reports:

- *With fall upon us green waste is being filled every week. The 1st load is 100% pinecones.*
- *He has found tree climber willing to trim dead branches at the assistant rate.*
- *Family will be sending written request for 5th urn in cremation plot.*
- *Family Estate is creating methodology for selling remaining plots.*

5b. **Board Member Reports**

Barnes – reports time scheduled to set flags is November 8 at 10 a.m.

McCarthy – reports he will be available to help set flags.

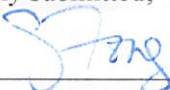
Bostock – has no activity to report.

Deffenbaugh – has no activity to report.

Lincoln – reports he will be available to help set flags

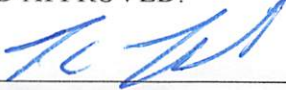
5c. *Deffenbaugh motion to adjourn the meeting at 7:45 p.m., seconded by Barnes. All in attendance are in favor of adjournment.*

Respectfully submitted,



Gloria Fong
District Secretary

READ AND APPROVED:



FRANK LINCOLN
Chairperson