

**Rainier Cemetery District  
Special Meeting Minutes  
August 25, 2026 at 5:00 p.m.**

**24952 Alston Rd  
Rainier, OR 97048**

**Present:** Amy, Carolyn, Kim, Jen & Shalana

**I. Preliminary Matters**

- A.** Call meeting to order at 5:30pm
- B.** Approve agenda

|                           |                                           |        |     |     |
|---------------------------|-------------------------------------------|--------|-----|-----|
| <b>Motion:</b>            | I move to approve the agenda as presented |        |     |     |
|                           | Motion                                    | Second | Aye | Nay |
| Jennifer Nelson           |                                           |        | X   |     |
| Amy Lewno                 |                                           |        | X   |     |
| Carolyn Samples           |                                           |        | X   |     |
| Amy Lewno                 |                                           | X      | X   |     |
| Shalana Clark             | X                                         |        | X   |     |
| <b>Discussion: None</b>   |                                           |        |     |     |
| Notes: Motion Carries 5-0 |                                           |        |     |     |

**II. Executive Session entered at 5:31 pm**

- A.** ORS 192.660(2)(f)

To consider information or records that are exempt by law from public inspection

Returned at 7:03pm

No decisions were made

**III. New Business & Possible Action Items**

- A.** Fiscal Year June 30, 2023 Year end Audit:

|                           |                                                                            |        |     |     |
|---------------------------|----------------------------------------------------------------------------|--------|-----|-----|
| <b>Motion:</b>            | I move to accept the Fiscal year June 30, 2023 year end audit as presented |        |     |     |
|                           | Motion                                                                     | Second | Aye | Nay |
| Jennifer Nelson           |                                                                            |        | X   |     |
| Kim O'Brien               |                                                                            |        | X   |     |
| Carolyn Samples           |                                                                            |        | X   |     |
| Amy Lewno                 |                                                                            | X      | X   |     |
| Shalana Clark             | X                                                                          |        | X   |     |
| <b>Discussion: None</b>   |                                                                            |        |     |     |
| Notes: Motion Carries 5-0 |                                                                            |        |     |     |

- B.** Employee Compensation

|                 |                                                                                             |        |     |     |
|-----------------|---------------------------------------------------------------------------------------------|--------|-----|-----|
| <b>Motion:</b>  | I move to approve giving Matt Feiken a 3% raise for \$0.82 per hour, beginning July 1, 2026 |        |     |     |
|                 | Motion                                                                                      | Second | Aye | Nay |
| Jennifer Nelson |                                                                                             | X      | X   |     |

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|                           |   |  |   |  |
|---------------------------|---|--|---|--|
| Kim O'Brien               |   |  | X |  |
| Carolyn Samples           |   |  | X |  |
| Amy Lewno                 |   |  | X |  |
| Shalana Clark             | X |  | X |  |
| <b>Discussion: None</b>   |   |  |   |  |
| Notes: Motion Carries 5-0 |   |  |   |  |

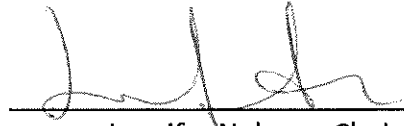
**IV. Pending & Possible Action Items**

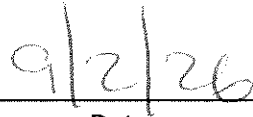
- A. Columbarium: Waiting on itemized Bid
- B. Website: Streamline vs GovWEB: we met with Charlie... with GovWeb in regards to switching over to them instead of Streamline. He shared his screen and we were able to see what they offer. He will send the agreement tomorrow. Cost will remain at what we used to pay for Streamline, \$120.00 a month with a price lock of 10 years

**V. Next Meetings**

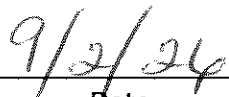
Executive Session August 28, 2026  
Regular Board Meeting September 2, 2026

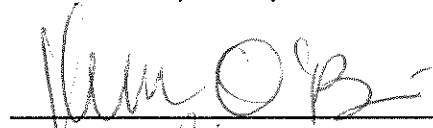
**VI. Adjournment by unanimous consent at 7:47 pm**

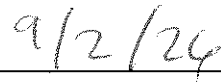
  
\_\_\_\_\_  
Jennifer Nelson - Chair

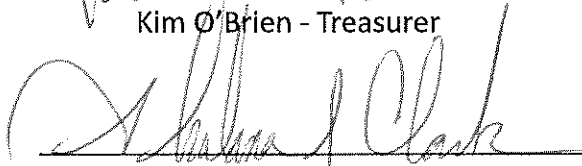
  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Carolyn Samples -Vice Chair

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Kim O'Brien - Treasurer

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Shalana Clark -Secretary

  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Amy Lewno - Sgt. of Arms

\_\_\_\_\_  
Date