



Nevada Cemetery District
10523 Willow Valley Road
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Nevadacemeterydistrict.com

PUBLIC NOTICE
for the
NEVADA CEMETERY DISTRICT
of the
OCTOBER 2024 MONTHLY REGULAR MEETING
for the
BOARD OF TRUSTEES
on
FRIDAY, October 18th, 2024, 1:30 PM
at the
Madelyn Helling Library
Gene Albaugh Community Room
980 Helling Way, Nevada City, CA 95959

AGENDA*

Please note the time and meeting location above.

1. Board call to order - Public Session

2. Roll call:

Trustee Hurst
Trustee Ward
Trustee Bushore

3. Public comment

Members of the public shall be allowed to address the Nevada Cemetery District Board of Trustees on items which are of interest to the public and which are within the subject matter jurisdiction of the Board, provided that no action shall be taken on any item not appearing on the agenda unless otherwise authorized by the Ralph M. Brown Act, California Government subdivision (6) of Section 54954.2.

To comment during the meeting, the public may attend in person, and/or prior to the meeting, the public may submit comments by writing the Board, or by email to the Chair at: **gerald@bushoreinc.com**

The following procedures shall be in effect regarding the public's exercise of this right:

The total amount of time allotted for receiving such public comment may be limited to not less than 15 minutes during any regular Board meeting.

The Chair may limit any individual to not less than 3 minutes. Time to address the Board will be allocated based on the order of requests received. Not all attendees may be allowed to speak if the total time allocated expires.

The Board may not allow the public time to speak on an item which was previously considered by the Nevada Cemetery Board of Trustees if an opportunity for public input was afforded at that meeting. (Government Code Section 54954.3) .

4. Action Items Requests*

All matters listed under Action Items are items routine to the Board of Trustees and may be acted upon individually by one Action or grouped together by an Action. There maybe be separate individual discussion, or no discussion on these items, and enacted by one or more motions, if discussion, or questions are individually desired, the bookkeeper may be present, or available by other electronic means.

A. Motion of Approval – Minutes*

- 1) Scheduled Meeting of the Board of Trustees the Nevada Cemetery District, as held at the Madelyn Helling Library, on Friday, September 20, 2024, at 1:30 PM.

B. Bookkeeper’s Report* Questions for Bookkeeper*

Motion to Approve – Monthly Financial Reports*

September 2024 Financials Report
NCD Memorandum - Cover Letter to Board by Bookkeeper
Monthly Endowment Fund Activity
Monthly Operations Fund Activity
Monthly Income & Expense
ME FNS Budget to Actual
FNS P&LYTD Comp
Reconciliation Report

5. Chair’s and Crew Report*

This Report is for information, ideas, or questions relating to Problems, Concerns, Events, or Happenings, Needs, Repairs, Projects, et al, which may contain a Board response or direction.

Informal directions to, or from, the Manager requiring no Formal Board Action(s) will be listed in the Board Minutes.

A. Review of Cemetery Interments, Pre-Need Sales, and Miscellaneous Income.

B. General maintenance conducted:

1. Loney-Sanford
2. Elster
3. Indian Springs
4. Deer Creek

- 5 Washington
- 6 French Corral
- 7 Cherokee
- 8 Penn Valley
- 9 North San Juan Protestant
- 10 North San Juan St. John's Catholic
- 11 Bloomfield-Malakoff
- 12 Rough and Ready
- 13 Clear Creek
- 14 Graniteville
- 15 New Oddfellows
- 16 Red Dog
- 17 Sweetland
- 18 Pleasant Valley

6. Appointment of Standing or ad hoc Committee Reports*

The Chairman may make or request any reports, direction, appointments, or changes at this time.

Personnel Committee: (Trustees Hurst and Bushore)

Pending Interviews for new level Maintenance1 Trainee opening(s)

Finance Committee: (Trustees Ward and Hurst)

Property Committee: (Trustees Ward and Bushore)

Marketing Committee: (Trustees Hurst and Bushore)

7. Old Business*

A. Continued: Bids for Fence Damage at NSJ

B. Continued: Sick Leaves - Discussion on District compliance with current California Paid Sick Leave

After January 1, 2024, Employees may accrue more than five days of paid sick leave under the one hour for every 30 hours (1:30) worked accrual method (or under an alternative accrual standard), the law allows employers to limit an employee's use of paid sick leave to 40 hours or five days during a year. The law also allows an employer to limit an employee's total accrued paid sick leave to no more than 80 hours or ten days. Before January 1, 2024, an employer could limit an employee's use to 24 hours or three days during a year and an employee's accrual to no more than 48 hours or six days.

The District currently provides paid sick leave benefits to all eligible employees for periods of temporary absence due to illnesses or injuries, or injury, or that of a family member who resides in your household.

C. Continued: Discussion of Employee Handbook – No Report

D. Continued: Iron Crosses Update

8. New Business*

- A. Revision to Name Change of the District
- B. Confirming prior pay levels for Maintenance 1 Trainee
- C. Discussion of Cemetery Information Management System (CIMS) demonstration
- D. Discussion/Motion of Draft Audit for FY 22/23.

9. Board discussion**

The Board will identify other information relevant items for future Agenda items, or future New Business, and/or action such items and reports for future meeting(s) therewith or thereafter, at the request of the General Manager, or a Trustee.

10. Adjournment

* The Board of Trustees can discuss these items at any time during the meeting

** The Board will present issues/concerns for the next meeting Agenda

Next Tentative Regular Board Meeting November 15, 2024, Friday

ATTEST: 

Gerald R. Bushore, Chair

October 15th, 2024

THIS AGENDA WAS POSTED October 15th, 2024
ON THE NEVADA CEMETERY DISTRICT WEBSITE,
ON THE CEMETERY DISTRICT'S OFFICE EXTERIOR ENTRY BULLETIN BOARD,
AND AT THE ROOD GOVERNMENT CENTER, MAIN LOBBY BULLETIN BOARD.