

Nevada Cemetery District

P.O. Box 2400
10523 Willow Valley Road
Nevada City, Calif 95959
Phone 530-265-3461
Fax 530-265-8706

PUBLIC NOTICE

of the
NEVADA CEMETERY DISTRICT
of a
REGULAR MEETING
of the
BOARD OF TRUSTEES

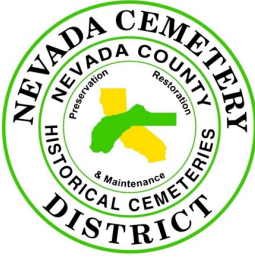
on
Thursday, January 19, 2023, at 3:30 PM
at the
Madelyn Helling Library
Gene Albaugh Community Room
980 Helling Way, Nevada City, CA 95959

AGENDA

Please note time and meeting place above.

- I.** BOARD CALL TO ORDER - PUBLIC SESSION:
- II.** ROLL CALL:
 - Trustee Bushore
 - Trustee Cassella
 - Trustee Hurst
 - General Manager Richardson
- III.** PUBLIC COMMENT ON MATTERS ON THE AGENDA:

This is the time for any member of the public to address the Nevada Cemetery Board of Trustees as to any item on the agenda. Comment on items not on the agenda is welcome at regular meetings of the Board, but not special meetings. The Chair may limit public comment to 3 minutes for each commenter.



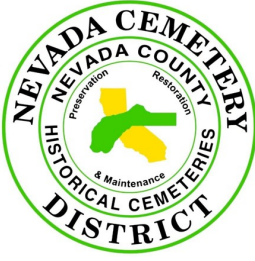
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IV. CONSENT CALENDAR:

All matters listed under the Consent Calendar are considered to be routine by the Board of Directors, and may be enacted by one motion at the appropriate time. There will then be no separate discussion of these items, if enacted by one motion. If discussion is desired, that item will be removed from the Consent Calendar and will be considered separately.

- A.
 - 1. Approval of Minutes for a Special Meeting of the Board of Trustees for the Nevada Cemetery District held on Friday, December 16, 2022, at 1:00 PM.
 - 2. Approval of Minutes for a Special and Closed Meeting of the Board of Trustees for the Nevada Cemetery District held on Wednesday, January 4, 2023, at 2:30 PM.
 - 2. Approval of Minutes for a Special and Closed Meeting of the Board of Trustees for the Nevada Cemetery District held on Friday, January 6, 2023, at 3:00 PM.
- B. Motion to Postpone:
 - 1. Review of December 31, 2022, Endowment Fund Deposit Detail Report
 - 2. Review of December 31, 2022, Endowment Fund Reconciliation Summary
 - 3. Review of December 31, 2022, Expense Reconciliation of Operating Funds
 - 4. Review of December 31, 2022, Expense and Income Summary Operating Funds
 - 5. Review of December 31, 2022, Reconciliation Deposit Detail of Operating Funds
 - 6. Review of December 31, 2022, Operating Fund Budget vs Actual YTD
 - 7. Review of December 31, 2022, Operating Fund Income/Expense Report
 - 8. Review of December 31, 2022, Operating Fund Monthly Expenditure Report
 - 9. Review of December 2022 credit card purchases.
- C. Motion to Postpone:
 - 1. Approval of December 31, 2022 Endowment Fund Report
 - 2. Approval of December 31, 2022 Actual v. Budget Report
 - 3. Approval of December 31, 2022 Monthly Financial Report
 - 4. Review and Approval of December 2022 Credit Card Purchases
 - 5. Review, Approve and Authorize December 2022 Auditor Warrants



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V. MANAGER'S REPORT

Report relating only to all or any specific cemetery(s), as to information, ideas, or questions relating to Problems, Concerns, Events/Happenings, Needs, Repairs, Projects, et al, which may or may not require a Board response or action.

Motion to Postpone:

Review of October, November, and December 2022 Cemetery Interments

VI. STANDING COMMITTEE REPORTS

A. Personnel Committee:

No Trustees are assigned at this time.

B. Finance Committee: (Trustee Cassella and Hurst)

No report at this time.

C. Property Committee: (Trustee Cassella and Bushore)

(1) Progress report of Odd Fellows

No report at this time.

(2) Progress report of Red Men

Noreport at this time.

(3) Proposed Annexations

The Board will review/act on any LAFCO requests.

No report at this time.

D. Marketing Committee: (Trustee Hurst and Bushore)

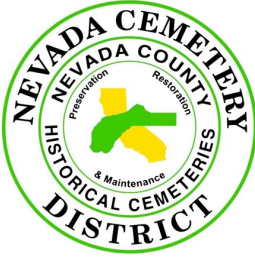
No report at this time.

VII. OLD BUSINESS***

A. Continued Discussion of meeting place and time/date schedule for Regular Board Meetings.

Report: A contract for 2023 has been signed by Chair with the Madelyn Helling Library for its regular Board meetings to be held the third Thursday at 3:30 p.m. to 5:30 p.m.

It was discovered the Library makes no charge for its use for Special ``Districts.



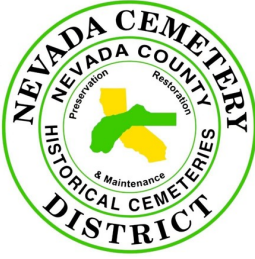
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- B. Report: The Chair has signed an Employment Agreement with PERS Annuitant Robert Richardson to perform Specialized and Temporary Services as Interim General Manager, pursuant to Government Code Section 21221(h).

VIII. NEW BUSINESS**

- A. Action Requested: Discussion and Authorization from the County Auditor for the Board to approve signatories authorizing warrants to be paid for 2023 for the benefit of the District.
- B. Action Requested: Discussion and Eliminate any future designated employment positions of an Administrative Manager or Field Supervisor.
- C. Action Requested: Discussion and Approve the Chair and Interim General Manager to advertise to seek to employ a full time General Manager and a part time independent contractual Bookkeeper.
- D. Action Requested: Discussion and Approve a budget set aside for an excavator for accessing and digging in tight places.
- E. Action Requested: Discussion and Authorize an accounting action/entry to eliminate from, and dispose of the inventory of a number of concrete vaults, except one, that are too damaged for interment use, and only offer Poly Vaults in the future hence.
- F. Action Requested: Discussion and Authorize staff to arrange, sort, and classify equipment and supplies for trash, donation, and/or sale to recover garage space for more indoor vehicle parking. Sorting and disposition of all inventoried items written off, as to any active inventory.
- G. Action Requested: Discussion and Authorize front property exterior chain link fencing and gate repairs to District facilities.
- H. Discussion and Authorization to explore the risk with legal counsel of an ordinance regarding cemetery theft, damage, desecrations, camping, loitering at any time and after-hours trespass.



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IX. BOARD DISCUSSION***

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

General Manager Richardson
Trustee Hurst
Trustee Cassella
Trustee Bushore

X. 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.

ATTEST:

GERALD R. BUSHORE, BOARD CHAIR

THIS AGENDA WAS POSTED
ON THE NEVADA CEMETERY DISTRICT WEBSITE,
AT THE NEVADA CEMETERY DISTRICT OFFICE BULLETIN BOARD AT
THE ROOD GOVERNMENT CENTER, MAIN LOBBY BULLETIN BOARD