



Nevada Cemetery District
10523 Willow Valley Road
Nevada City, CA 95959
Phone 530-265-3461
Nevadacemeterydistrict.com

PUBLIC NOTICE

for the

NEVADA CEMETERY DISTRICT

of the

MAY 2025 REGULAR BOARD MEETING

for the

BOARD OF TRUSTEES

on

Friday, May 16th, 2025, 1:30 P.M.

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 Jones
- Trustee Ritti
- Trustee Ward

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 of Section 54954.2, subdivisions (a)(3) and (b). 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 Board Chair at: **shiftyfifty1@gmail.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 a Committee of the Nevada Cemetery Board of Trustees if an opportunity for public input was afforded at that meeting. (Government Code Section 54954.3, subd. (a))-.

4. Action Items Requests*

All matters listed under Action Items are items routine to the Board of Trustees and may be acted upon individually or by one motion. There maybe be separate individual discussion, or no discussion on these items, and enacted by one or more motions; if discussion, or questions are 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 Nevada Cemetery District Office, on Friday, February 21, 2025, at 1:30 PM.
- 2) Scheduled Meeting of the Board of Trustees the Nevada Cemetery District, as held at the Nevada Cemetery District Office, on Friday, April 18, 2025, at 1:30 PM.

B. Bookkeeper’s Report* Questions for Bookkeeper*

Motion to Approve – Monthly Financial Reports*

March 2025 Financials Report:

NCD Memorandum - Cover Letter to Board by Bookkeeper
Monthly Endowment Fund Activity
Monthly Operations Fund Activity
Monthly Income & Expense
P&L by Month
P&L Comparison YTD
Budget vs. Actual YTD
Reconciliation Report
March Credit Card Transactions – Discussion/Approval

Motion to Approve – Monthly Financial Reports*

April 2025 Financials Report

NCD Memorandum - Cover Letter to Board by Bookkeeper
Monthly Endowment Fund Activity
Monthly Operations Fund Activity
Monthly Income & Expense
P&L by Month
P&L Comparison YTD
Budget vs. Actual YTD
Reconciliation Report
April Credit Card Transactions – Discussion/Approval

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:
Refer to Management report in Board packet.
- B. General maintenance conducted: Refer to Forman Report in the Board packet.

6. Standing or ad hoc Committee Reports*

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

Personnel Committee: (Trustees Ward and Zimmerman)

Finance Committee: (Trustees Ritti and Ward)

Property Committee: (Trustees Ward and Hurst)

- A. Maidu Tribal Burial Cemetery

Marketing Committee: (Trustees Hurst and Ritti)

7. Old Business*

No old business.

8. New Business*

- A. Seasonal Maintenance Worker Analysis.
- B. Addition of seasonal maintenance worker for summer.

- C. Review/discussion of structure of monthly financial reporting to board for board meetings, to limit Profit and Loss reporting to 3 months rather than entire fiscal year.
- D. Increase in what district pays for medical insurance.
- E. Upright section at Deer Creek.
- F. Adding green section at Elster.
- G. Beyond Software quote from OpusXenta.

10. Board discussion**

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

11. Adjournment

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

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

Next Tentative Regular Board Meeting Friday, June 20, 2025

ATTEST:

Signed by:

Michael Hurst

FC93613CD3C0430...
Michael Hurst, Chairperson

May 16th, 2025

THIS AGENDA WAS POSTED MAY 13 , 2025
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.