

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 the

DELAYED MONTHLY REGULAR MEETING

of the

BOARD OF TRUSTEES

on

Thursday, February 23, 2023, at 1:00 PM

at the

Nevada Cemetery District Office

10523 Willow Valley Road

Nevada City, CA 95959

AGENDA

Please note time and meeting place above.

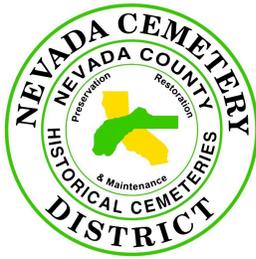
I. BOARD CALL TO ORDER - PUBLIC SESSION

II. ROLL CALL:

- Trustee Bushore
- Trustee Cassella
- Trustee Hurst
- Trustee Zimmerman
- 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. Approval of the Minutes for a Regular Scheduled Meeting of the Board of Trustees for the Nevada Cemetery District at the Madelyn Helling Library Gene Albaugh Community Room, 980 Helling Way, Nevada City, CA 95959, held on Thursday, January 19, 2023, at 3:30 PM.

B. Motion to Postpone:

1. Review of January 31, 2023, Endowment Fund Deposit Detail Report
2. Review of January 31, 2023, Endowment Fund Reconciliation Summary
3. Review of January 31, 2023, Expense Reconciliation of Operating Funds
4. Review of January 31, 2023, Expense and Income Summary Operating Funds
5. Review of January 31, 2023, Reconciliation Deposit Detail of Operating Funds
6. Review of January 31, 2023, Operating Fund Budget vs Actual YTD
7. Review of January 31, 2023, Operating Fund Income/Expense Report
8. Review of January 31, 2023, Operating Fund Monthly Expenditure Report
9. Review of January 31, 2023, Credit card purchases

C. Motion to Postpone:

Gross Sales Revenue report from September 2022 thru January 2023

V. MANAGER'S REPORT

Report relating only to all or any specific cemetery(s), as to interments, information, ideas, or questions relating to Problems, Concerns, Events/Happenings, Needs, Repairs, Projects, et al, which may contain a Board response or direction.

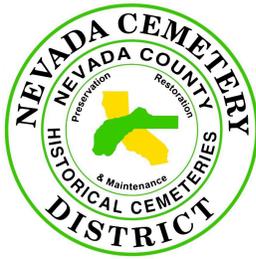
Informal Directions, requiring no Formal Board Action(s) will be listed in the Board Minutes.

Requested Motions requiring Board Action must be listed herein.

1. Motion to Postpone:
Review of January 2023 Cemetery Interments.

VI. STANDING COMMITTEE REPORTS

- A. Personnel Committee:
No Trustees are assigned at this time.



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- B. Finance Committee: (Trustees Cassella and Hurst)
No report at this time.

- C. Property Committee: (Trustees Cassella and Bushore)
 - (1) Progress report of Odd Fellows
No report at this time.

 - (2) Progress report of Red Men
No report at this time.

- D. Marketing Committee: (Trustees Hurst and Bushore)
No report at this time

- E. Proposed Land Annexations to Nevada County cities.
The Board will review/act on any LAFCO requests.
No report at this time.

The Chairman may make any appointments or changes at this time.

VII. OLD BUSINESS**

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

- B. Continued Discussion, on Elimination of any future designated employment positions of an Administrative Manager or Field Supervisor.

- C. Continued Discussion, to approve the Chair and Interim General Manager to advertise to seek to employ a full time General Manager and a parttime independent contractual Bookkeeper.
 - 1. Review and Approve basic General Manager Recruitment Brochure.
 - 2. Review and Approve General Manager Salary, range and increments.
 - 3. Approve General Counsel to draft and prepare General Manager's Employment Contract.



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4. Review and Approve Contract with the City of Grass Valley for Accounting and Bookkeeping services, subject to contract review by General Counsel.

D. Continued Discussion, to explore the risk with legal counsel of an ordinance regarding cemetery theft, damage, desecrations, camping, loitering, at any time and after-hours trespass.

VIII. NEW BUSINESS**

None at this time.

IX. BOARD DISCUSSION***

The Board will identify other relevant items, or future New Business, and/or agenda 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
Trustee Zimmerman

X. ADJOURNMENT

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

*** The Board of Trustees will present issues/concerns for the next meeting(s).

Agenda. ATTEST:

GERALD R. BUSHORE, BOARD CHAIR

February 15, 2023

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