**MEETING NOTICE**

**REGULAR MEETING – CORNING CEMETERY DISTRICT**

**BOARD OF TRUSTEES – THURSDAY, January 21, 2021, (6 PM)**

**AT THE DISTRICT OFFICE, 4470 Oren Avenue, Corning**

Chairman Dean Cofer; Vice-Chair John Richards; Trustee Delores May, Trustee Sandy Sehorn; Trustee Robert Snow; *and*, Wendy Pauling, Cemetery Manager/Clerk of the Board.

**AGENDA**

1. **Call to Order at 6 PM, followed by the Pledge of Allegiance to our country.**
2. **Introduction of visitors and guests.**
3. **Review & Approve Minutes, Warrants, Correspondence, and Affix Signatures on Certificates of Burial Rights.**
4. **Public comment is limited to 3 minutes (not on agenda items).**

**REPORTS**

1. **Report on the January cemetery inspection conducted by Manager Wendy Pauling, Vice Chair John Richards and Trustee Robert Snow.**
2. **Cemetery Manager.**
3. **Chairman.**
4. **NEW BUSINESS ~ ITEMS FOR BOARD DISCUSSION AND/OR ACTION**
5. Staffing levels and wages.
6. Adopt a marker and installation policy.
7. Allow the Manager to arrange for and pay for repairs to backhoe.
8. Allow the Chairman and Manager to use a portion of the budgeted $15,000 for a vehicle, to acquire a used pickup for utilization by the grounds crew.
9. Revisions(s) to the maintenance requirements for grave owners in regards to the placement, types and amounts of items they may place on the concrete grave base.

**ADJOURN MEETING**

No further business the meeting will be duly adjourned. The next Board meeting will be held on February 18, 2021, starting at 6 PM, at the cemetery office, 4470 Oren Avenue, Corning.

*Note: District Trustees hold regularly scheduled meetings on the 3rd Thursday of each month at the cemetery office starting at 6 PM. Occasionally (due to holidays or other reasons) meetings may be changed by majority vote of the Board (with advance notice given at the preceding meeting – unless an emergency arises).*

 *Posted 1/18/21*