

MEETING NOTICE
REGULAR MEETING – CORNING CEMETERY DISTRICT BOARD OF TRUSTEES
THURSDAY, OCTOBER 15, 2026 (3 PM) AT THE DISTRICT OFFICE
4470 Oren Ave., Corning, CA 96021

This agenda has been posted at least 72 hours prior to the regular meeting of the Board of the Corning Cemetery District in accordance with the Ralph M. Brown Act. Documents utilized by the Board at this meeting are available for review at the agency's main office located at the above referenced address. Office hours are 8:00 a.m. – 4:00 p.m.

1. Call to Order at 3 PM followed by the Pledge of Allegiance.
2. Roll Call for the Board.
3. Introduction of visitors and guests.
4. Public comment on any agenda item – Open or Closed.
5. **Consent Calendar**
 - A. Approval of Minutes – September 17, 2026
 - B. Approval of Vendor Payables – September 2026
 - C. Approval of Credit Card Purchases – Statement Period September 2 – October 1, 2026
 - D. Approval of Banner Bank Withdrawal for Deposit to County – Period August 29 – September 21, 2026 (Check #1081)
 - E. Approval of Payroll – September 1 and September 16, 2026
 - F. Approval of Monthly Deposit – Period August 29 – September 21, 2026
 - G. Affix Signatures to Burial Rights
6. **Information Items – Manager Report**
 1. Financials
 2. Burials
 3. Maintenance and Project Updates
 4. Collection of Board Member W-4 Forms
 5. District Website Options and Updates
 6. Olive Festival Booth – Event Recap
7. **Board Chair and/or Board Members' Activity Reports**
8. **Items for Board Discussion and/or Possible Action**
 - A. **Consider Amendment to Employee Manual, Section 3 – Sick Leave, (iv) Procedures, No. 6, Reducing Minimum Sick Leave Usage from Two (2) Hours to One (1) Hour**
 - B. **Consider Approval of Revisions to Memorial Marker Policy Regarding Unmarked Interments, Identification Markers, Headstone Add-Ons, Veteran Grave Medallions, and Marker Size Requirements**
 - C. **Consider Approval of Section F Internal Interment Policy and Administrative Procedure Reflecting Board Direction of August 20, 2026**
 - D. **Consider Approval of Employee Wage Adjustments, Position Classifications, Promotion, and Effective Dates for District Manager, Administrative Assistant, and Maintenance Employees**
 - E. **Consider Approval of Reimbursement to the General Fund from Endowment Care Interest Income for Eligible Cemetery Maintenance Expenses**
 - F. **Review and Consider Approval of Electronic Banking Policy and Procedures**
 - G. **Reconsider Initial Placement of Veteran Grave Medallions Based on David Price's Recommendation**
 - H. **Consider Clarification of Veteran Grave Medallion Program Eligibility and Previously Approved \$40 Medallion Fee**
9. **Board Members' General Announcements and Comments**

This Agenda Posted: October 12, 2026
Wendy Pauling
Clerk of the Board

Note: District Trustees shall hold regularly scheduled meetings on the 3rd Thursday of each month at the cemetery office starting at 3 PM.