

MEETING NOTICE

REGULAR MEETING-CORNING CEMETERY DISTRICT BOARD OF TRUSTEES THURSDAY, NOV. 17th (6PM) 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 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 reference address. Office hours are 8 a.m.- 4 p.m.

- 1. Call to Order at 6 PM followed by the pledge of allegiance to our country.**
- 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, Board Meeting September 15, 2022.
 - B. Approval of Vendor Payables: September & October 2022.
 - C. Approval of Credit Card Purchases: September & October 2022.
 - D. Approval of Payroll: September & October 2022.
 - E. Approval of Banner Bank withdrawal for deposit to County: September & October 2022.
 - F. Affix signatures to Certificates of Burial Rights.
- 6. Information Items**
 - A. Manager Report
 1. Financial reports
 2. Report burials -September & October
 3. Maintenance completed since Sept. board meeting.
 4. Public response to status of grounds and services provided.
 5. Status of Carl Moyer Grant application and tractor purchase.
 - B. Board Chair and/or Board Members' Activity Reports
- 7. Items for Board Discussion and/or Possible Action**
 - A. Consider retaining attorney, Katherine O'Neil as new legal counsel.
 - B. Consider approving attorney Katherine O'Neil's assistance with Purchasing & Contracting Policy.
 - C. Consider updates to 'Rules & Regulations' "Interments." - Exhibit "A"
 - D. Consider updates to 'Marker Setting Policy.' - Exhibit "B"
 - F. Consider adoption of Rosenberg's rules of order.
 - G. Consider customer request for purchase of two 3 x 3 Forest Lots for their parents' burial.
 - H. Consider customer request for installation of bench in section "E."
 - I. Consider Christmas bonuses for employees- amount to be determined by board.
 - J. Consider installing "Walk on Bark" in flower beds around Niche's.
 - K. Consider increasing the Endowment Contribution to comply with 2023 requirements. -Exhibit "C"
 - L. Consider location and orientation of entry signs.
- 8. Board Members' General Announcements and Comments**
- 9. Recess to Closed Session: Public employees performance evaluations. Maintenance Worker I & II and Administrative Assistant.**

All members of the public, employees and other visitors will be asked to clear the meeting room so that the Board, and those employees and consultants invited by the Board, may discuss and/or act on those items listed below.

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 6 PM.

This Agenda Posted: 11.11.2022