**NOTICE**

**REGULAR MEETING – CORNING CEMETERY DISTRICT**

**BOARD OF TRUSTEES – THURSDAY, July 15, 2021**

**CORNING CEMETERY DISTRICT, 4470 OREN AVENUE, CORNING**

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

**AGENDA**

1. Call to order at 6 P.M., followed by the Pledge of Allegiance.
2. Introduction of visitors and guests.
3. Review and 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. General Manager – A Public Records Act policy is being prepared for review by and possible adoption by the board in the near future.
2. Chairman

**NEW BUSINESS – ITEMS FOR BOARD DISCUSSION AND/OR ACTION**

1. Discuss and move to authorize the General Manager and Board Chairman to close out checking at Mechanic’s Bank and transfer funds to Banner Bank.
2. Discuss and possible adoption of a motion to purchase 3-cell phones for use by cemetery employees. The General Manager will explain the need for these communication devices.
3. Discuss and possible adoption of a HIPP (Heat Illness Prevention Policy).
4. Discuss and possible donation of excess canopy to a church or other worthy recipient.
5. Discuss and possible adoption of pricing, allowable sizes, et cetera, for affixing memorial plaques to the Veteran’s Memorial Wall.

The next Board meeting will be held on August 18m 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 7/12/21*