

MEETING NOTICE

REGULAR MEETING-CORNING CEMETERY DISTRICT BOARD OF TRUSTEES THURSDAY FEBRUARY 15th, 2024 (3PM) 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 3 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, January 18th 2024.
- B. Approval of Vendor Payables: January 2024.
- C. Approval of Credit Card Purchases: Stmt. 12.2.23 – 1.2.24
- D. Approval of Banner Bank withdrawal for deposit to County: 2.9.24 Check # 1039; 1.21.24 Check # 1037
- E. Approval of Payroll: 1.24.24; 2.7.24
- F. Affix signatures to Burial Rights

G. Information Items

- A. Manager Report
 1. Financials- See attached
 2. Burials
 3. Maintenance
 4. Purchases
 5. Inventory & Sales Report
 6. Review status of agreement with DM-Tech
 7. Report status of Purchasing & Contracting Policy revision
 8. Report closure of Wells Fargo account and transfer to Treasury
 9. Report status of Encroachment Letter to neighboring properties (provide copy)
- B. Board Chair and/or Board Members' Activity Reports

Items for Board Discussion and/or Possible Action

- A. Review and possibly approve Strategic Plan.**
- B. Review and possibly approve proposal for new equipment storage building.**
- C. Review and possibly approve plans for and select contractor/architect for Niche improvement project.**
- D. Review staff vacation days and consider revising.**
- E. Consider planting ground cover along fence line.**
- F. Discuss installation of Hawk and/or Owl boxes for rodent control.**

6. Board Members' General Announcements and Comments

This Agenda Posted 2.12.24

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.

