**NOTICE**

REGULAR MEETING – CORNING CEMETERY DISTRICT

BOARD OF TRUSTEES – THURSDAY, SEPTEMBER 19, 2019 AT 6 PM

CORNING CEMETERY DISTRICT, 4470 OREN AVENUE, CORNING

Chairman Dean Cofer; Vice Chair Shirley Townley; Trustee Lorenzo Casia; Trustee Doug Hatley; Trustee John Richards; and Clerk of the Board/Office Manager Wendy Pauling.

**AGENDA**

1. Call to Order at 6 PM, followed by Pledge of Allegiance.
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. **Board Secretary:**

(a) The new District Website should be up and running in one to two weeks.

(b) Update on Grasshopper (mower) repairs.

(c) Our weed eater was inadvertently left out overnight and was stolen. Replacement cost was $476.13.

(d) Currently exploring grants for alternative light utility vehicles and tractor.

(e) Recommend that board conduct a periodic walk-through inspection (either bi-annually or quarterly) of cemetery grounds.

1. **Board Chairman:**
2. Discussion re occasional loan of CCD employee and equipment to the Paskenta Cemetery.

Policy needs to be reduced to writing.

1. Discussion of date for Masonic dedication of Veteran’s monument and plaque.

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

1. Cemetery policy now provides that plots can be sold back to the cemetery at the original purchase price. Adopt motion banning private party sales.
2. Review and discuss the new Employee Manual. Adopt a motion to approve the Employee Manual

**ADJOURN MEETING**

No further business the meeting was duly adjourned. The next Board meeting will be held on October 17, 2019 at the cemetery office starting at 6 PM.

*Note: District Trustees shall 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 and with advance notice given at the preceding meeting.*