

# NOTICE

**REGULAR MEETING – CORNING CEMETERY DISTRICT**  
**BOARD OF TRUSTEES – THURSDAY, AUGUST 19, 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
2. Chairman

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

1. Manager wants to discuss possible change of monthly board meetings to bi-monthly or quarterly meetings.
2. Review and possible approval of proposed fiscal year 2021-2022 budget.
3. Review and possible approval updates to Section 3.2 and 3.3 of Employee Handbook (and possible changes to Employee CDL requirements).
4. Review and possible pricing increases for 2021-2022.
5. Consider changing the required payment for pre-need contracts.
6. Review and possible approval SOP (Safe Operating Procedures) backhoe.
7. Review and possible approval Public Records Act Requests policy.
8. Review and possible approval Employee Cell Phone Policy.
9. Review and possible approval for updated District Rules and Regulations.
10. Discuss and possible wage increase for Groundsman Tom Lewis.
11. Discuss and possible modification to watering schedule.

The next Board meeting will be held on September 16, 2021, starting at 6 PM, at the cemetery office, 4470 Oren Avenue, Corning.

*Note: District Trustees hold regularly scheduled meetings on the 3<sup>rd</sup> 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 8/16/21