

PUBLIC NOTICE
for the
NEVADA CEMETERY DISTRICT
of the
May 2024_MONTHLY REGULAR MEETING
for the
BOARD OF TRUSTEES
on
FRIDAY, May 17th, 2024, 1:30 PM
at the
Madelyn Helling Library
Gene Albaugh Community Room
980 Helling Way, Nevada City, CA 95959

AGENDA*

Please note the time and meeting location above.

1. Board call to order - Public Session

2. Roll call:

Trustee Hurst
Trustee Ward
Trustee Cassella
Trustee Bushore
Trustee Zimmerman

3. Public comment

Members of the public shall be allowed to address the Nevada Cemetery District Board of Trustees on items which are of interest to the public and which are within the subject matter jurisdiction of the Board, provided that no action shall be taken on any item not appearing on the agenda unless otherwise authorized by the Ralph M. Brown Act, California Government subdivision (6) of Section 54954.2.

To comment during the meeting, the public may attend in person, and/or prior to the meeting, the public may submit comments by writing the Board, or by email to the Chair at: **gerald@bushoreinc.com**

The following procedures shall be in effect regarding the public's exercise of this right:

The total amount of time allotted for receiving such public comment may be limited to not less than 15 minutes during any regular Board meeting.

The Chair may limit any individual to not less than 3 minutes. Time to address the Board will be allocated based on the order of requests received. Not all attendees may be allowed to speak if the total time allocated expires. The Board may not allow the public time to speak on an item which was previously considered by the Nevada Cemetery Board of Trustees if an opportunity for public input was afforded at that meeting. (Government Code Section 54954.3) .

4. Action Items Requests*

All matters listed under Action Items are items routine to the Board of Trustees and may be acted upon individually by one Action or grouped together by an Action. There maybe be separate individual discussion, or no discussion on these items, and enacted by one or more motions, if discussion, or questions are individually desired, the bookkeeper may be present, or available by other electronic means.

A. Motion of Approval – Minutes*

- 1) Scheduled Meeting of the Board of Trustees the Nevada Cemetery District, as held at the Madelyn Helling Library, on Friday, April 19th, 2024, at 1:30 PM.

B. Bookkeeper's Report* Questions for Bookkeeper*

Motion to Approve - Financial Yearly Financial Reports*

July 2023 - June 2024 (April 2024)
NCD Memorandum - Cover Letter to Board by Bookkeeper
Monthly Endowment Fund Activity
Monthly Operations Fund Activity
Monthly Income & Expense
ME FNS Budget to Actual
FNS P&LYTD Comp
Reconciliation Report
Motion to Approve - Credit Card Charges of
Charge Statement Dated April 10, 2024

5. Chair's Report*

This Report is relating only to all or any specific cemetery(s) of the District, as to interments, information, ideas, or questions relating to Problems, Concerns, Events, or Happenings, Needs, Repairs, Projects, et al, which may contain a Board response or direction.

Informal directions to the Manager requiring no Formal Board Action(s) will be listed in the Board Minutes.

- A. Review of Cemetery Interments, Pre-Need Sales, and Miscellaneous Income.

B. General maintenance conducted:

- a. Elster
- b. Loney-Sanford
- c. NSJ
- d. Deer Creek
- e. Washington
- f. French Corral

C. 48 States Tour Update

6. Standing or ad hoc Committee Reports*

The Chairman may make or request any reports, direction, appointments, or changes at this time.

Personnel Committee: (Trustees Cassella and Hurst)

Finance Committee: (Trustees Cassella and Hurst)

Property Committee: (Trustees Cassella and Bushore)

Marketing Committee: (Trustees Hurst and Bushore)

7. Old Business*

A. Review and adoption of Accounting Policies and Procedures (no report at this time)

B. Discussion of Board Procedure or Warrant Approval

C. Bids for Tree Work at NSJ – Discuss/ Possible Action

D. Bids for Fence Damage at NSJ – Discuss

E. Bids for Excavator – Discuss/Action Requested

Adopt a Resolution authorizing a transfer of funds, in an amount of any bid approved for a new Excavator from the balance of Undesignated Funds Account to the Equipment Acquisition Account and to the Maintenance Account, as needed to cover such costs.

8. New Business*

A. Telephone allowance for Field Crew. Discuss/ Action

B. Assignments for Board and employees for 48 States Day. Discuss/ Action

9. Board discussion**

The Board will identify other information relevant items for future Agenda items, or future New Business, and/or action such items and reports for future meeting(s) therewith or thereafter, at the request of the General Manager, or a Trustee.

10. ADJOURN TO CLOSED SESSION

- I. A. Deliberations Exception
Administrative Procedures Act, (§ 11126(c)(3).)

- B. CONFERENE WITH LABOR NEGOTIATOR(S)
(Govt. Code Section 54957.6)
Agency Representative(s): Chair Bushore
Applicant Representative(s): Self, Undisclosed for requested Privacy

- II. REOPEN PUBLIC SESSION
Summation of any formal action by the Board

11. Adjournment

* The Board of Trustees can discuss these items at any time during the meeting

** The Board will present issues/concerns for the next meeting Agenda

Next Tentative Regular Board Meeting June 21, 2024

ATTEST:



Gerald R. Bushore, Chair

May 14th, 2024

THIS AGENDA WAS POSTED MAY 14th, 2024
ON THE NEVADA CEMETERY DISTRICT WEBSITE,
ON THE CEMETERY DISTRICT'S OFFICE EXTERIOR ENTRY BULLETIN BOARD,
AND AT THE ROOD GOVERNMENT CENTER, MAIN LOBBY BULLETIN BOARD.