

NEVADA CEMETERY DISTRICT

P.O. Box 2400

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Nevada City, CA 95959

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AGENDA

NEVADA CEMETERY DISTRICT

SPECIAL BOARD MEETING

MONDAY, May 23, 2022 AT 3:30 PM

VIA ZOOM

Join Zoom Meeting

<https://us02web.zoom.us/j/81936389415?pwd=d3JpS1pNc2FzeUlGMjh4Z0tLazFUZz09>

Meeting ID: 819 3638 9415

Passcode: 317369

- I. BOARD CALL TO ORDER: 3:30 pm Please note time and meeting place**

- II. ROLL CALL: Trustee Cassella, Trustee Bushore, Trustee Archer, Trustee Hurst, Trustee Mertens, District Manager Melugin, Admin Manager Hodkins, Secretary Dorothy Miller**

PUBLIC COMMENT ON MATTERS NOT ON AGENDA: This is the time for any member of the public to address the Board with any item **not** on the agenda. Pursuant to CA Gov Code 54954, the public may talk about anything within the subject matter jurisdiction of the NCD Board, but the Board generally cannot act on or discuss an item not on the agenda. However, the Board may “briefly respond” to comments or questions from the members of the public. *Please see rules for public comment at the bottom of Agenda. Copies of the agency and items are available. Call District Office in advance to request this. The Chair may limit public comment to 3 minutes for each commenter.

III. CONSENT CALENDAR: All matters listed under the Consent Calendar are considered to be routine by the Board of Directors and will be enacted by one motion at the appropriate time. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Calendar and will be considered separately.

- A. Approval of Minutes April 14, 2022
- B. Approval of April 30, 2022 , Monthly Financial Report
- C. Approval of April 30 actual v. Budget Report

- D. Approval of May 2020 Endowment Fund Report
- F. Review of credit card purchases
- G. Staff report on Sales May to date .
- H. Approval of Auditor Controller’s Report of warrants issued.

VI. Questions concerning Manager’s Written Report for May 2022 to date.
Update concerning compliance with new web site requirements.

VII STANDING COMMITTEE REPORTS

A. **Personnel Committee:** Report and action as necessary concerning wages, hours and working conditions. Safety Committee report summarized minutes 5 minutes. Consider cost of living COLA adjustment for 2022.

B. Review Personnel Committee recommendations for staffing district positions, recruitment, compensation, job descriptions and other decisions for administration and operations. Board Chair may make motion to fill positions.

C. **Finance Committee:**
The Board will provide direction as necessary. Budget review semi-annual 6-month review in March 2022

D. **Property Committee:** Report on Progress toward resolution of Deeds to the Old Oddfellows properties .

D. **Proposed Annexations:** The Board will and review/ act on any LAFCO requests.

E. **Marketing Committee:** Board will take any action if needed.

VIII.*OLD BUSINESS:**

IX. NEW BUSINESS

- 1) Approve Trustees planning to attend state mandated training state requirement.
- 2) Approve resumption of normal Board meetings on third Wednesday of each month. Board meeting time is set for 3:30 pm at Unity in the Gold Country Spiritual Center.

***BOARD DISCUSSION:** The Board will identify other relevant items and agendize action items and reports for future meeting.

X. ADJOURNMENT: Board may continue this meeting if necessary

Members of the public may comment for a maximum period of 3 minutes each concerning any issue in the regular order of the agenda. The Board may act after such comments have been heard. The Board may discuss these items (*) at any time except where a time certain has been identified in advance. The Board shall not change the order of discussion for the purpose of restricting the opportunity for discussion.**

****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.**

ATTEST:

Board Chair Dennis Cassella May 23, 2022

Vice Chair, Gerald Bushore May 23, 2022

AGENDA WAS POSTED May 20, 2022 AT THE DISTRICT OFFICE BULLETIN BOARD AND ON THE DISTRICT WEBSITE.