

Nevada Cemetery District
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Nevadacemeterydistrict.com

PUBLIC NOTICE
for the
NEVADA CEMETERY DISTRICT
of the
September 2024_MONTHLY REGULAR MEETING
for the
BOARD OF TRUSTEES
on
FRIDAY, September 20th, 2024, 1:30 PM
at the
Madelyn Helling Library
Gene Albaugh Community Room
980 Helling Way, Nevada City, CA 95959

Meeting Minutes

Please note the time and meeting location above.

1. Board call to order - Public Session

The board meeting was called to order at 1:35 P.M.

2. Roll call:

Trustee Hurst
Trustee Ward
Trustee Bushore

All Board members were in attendance. Foreman Burda was also present.

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) .

There were no public comments

3. 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, August 16, 2024, at 1:30 PM.

A motion was made by Trustee Ward and seconded by Trustee Hurst to approve the minutes for the August 16th Board meeting. The motion was approved unanimously.

B. Bookkeeper's Report*
Questions for Bookkeeper*

Motion to Approve – Monthly Financial Reports*

August 2024 Financials Report
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

A motion was made by Trustee Hurst and seconded by Trustee Ward to approve the Monthly Financial Reports. The motion was approved unanimously.

Motion to Approve - Credit Card Charges of
Charge Statement Dated September 10, 2024

A motion was made by Trustee Ward and seconded by Trustee Hurst to approve the Credit Card Charged on the Credit Card Statement Dated September 10, 2024. The motion passed unanimous.

4. Chair's and Crew Report*

This Report is for 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.

Foreman Burda provided sales information since the last Board Meeting of August 16, 2014. There was some discussion regarding the most recent burial at Maidu Cemetery.

B. General maintenance conducted:

1. Loney-Sanford - Emergency Tree(1) Removal
2. Elster
2. Indian Springs
3. Deer Creek
4. Washington
5. French Corral
6. Cherokee
7. Penn Valley
8. North San Juan Protestant
9. North San Juan St. John's Catholic
10. Bloomfield-Malakoff

Foreman Burda reported there are a few that need to have some work done, and that Chair Bushore had reported to him that Washington's hedges needs to be done, and there is also ivy that needs to be removed at Washington. If the ivy was permanently cleared, it could open up space for more plots.

Also, Foreman Burda reported there are two more trees need to be taken down at Rough and Ready.

He then reported that we are very short-handed and need to hire more maintenance employees.

There was further discussion regarding trees and their potential hazard and when they should be removed.

5. Appointment of Standing or ad hoc Committee Reports*

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

Personnel Committee: (Trustees Hurst and Bushore)

Pending Interviews for new level Maintenance Trainee opening(s)

There are currently 8 applicants for the Maintenance Trainee positions. Start of the Interviews currently are set up for Tues., Wed. and Thurs. next week at 1P.M, and more are to follow.

Finance Committee: (Trustees Ward and Hurst)

Nothing to report

Property Committee: (Trustees Ward and Bushore)

Nothing to report

Marketing Committee: (Trustees Hurst and Bushore)

There was discussion of changing the small ad in the Union.

6. Old Business*

A. Continued: Authorization for Chairman to sign all official business requirements and contracts.

B. Continued: Bids for Fence Damage at NSJ

C. It was reported by Foreman Burda there were not any bids for the fence damage.

D. Continued: Sick Leaves - Discussion on District compliance with current California Paid Sick Leave

After January 1, 2024, Employees may accrue more than five days of paid sick leave under the one hour for every 30 hours (1:30) worked accrual method (or

under an alternative accrual standard), the law allows employers to limit an employee's use of paid sick leave to 40 hours or five days during a year. The new law also allows an employer to limit an employee's total accrued paid sick leave to no more than 80 hours or ten days. Before January 1, 2024, an employer could limit an employee's use to 24 hours or three days during a year and an employee's accrual to no more than 48 hours or six days.

The District currently provides paid sick leave benefits to all eligible employees for periods of temporary absence due to illnesses or injuries, or injury, or that of a family member who resides in your household.

After much discussion on the policy revision, a consensus could not be reached. This issue will be tabled for the next proposed Board meeting date of October 18th 2024,

E. Continued: Requested discussion on the Maidu Cemetery transferring it to the Nisenan.

The tribe has asked us to hold off until they are ready to talk about it. This item has been put on hold.

F. Continued: Discussion of Employee Handbook – No Report

7. New Business*

A. .gov domain name

The .gov domain name application has been reviewed. They would like us to add .ca.gov to our domain name.

B. Maidu Cemetery Burial Protocol and Standards

There was discussion about the District's policy. A motion was made by Trustee Bushore to Honor the burial traditions of the Nisenan to the best of our ability. The Board instructed Chairman Bushore to contact the Nisenan Council Chief to get a copy of their burial standards.

C. Maintenance 1 Trainee position pay rate

D. Discussion of hiring more than one Maintenance 1 Trainee employee

E. Discussion of request for Le Du Family Memorial at the Bloomfield Cemetery

F. Name change to Nevada County Cemetery District – Discussion for Resolution Approval

There was discussion of the benefits of the name change. A motion to adopt the resolution at the October 18th Board Meeting for the name change to Nevada County Cemetery District Ca. by November 1st 2024, and to be reviewed and approved by General Counsel, was made by Trustee Bushore and seconded by Trustee Hurst. The motion was approved unanimously.

G. Iron Crosses – Discussion of prices for 100 Metal Crosses for Meadow Lake

Foreman Burda presented two quotes for Iron Crosses. Discussion ensued regarding the durability of the crosses. The snow is bending the crosses. A motion was made by Trustee Bushore to check the detail behind the taxes before ordering crosses. Trustee Ward seconded the motion. The motion carried unanimously. The Board told Foreman Burda to order the crosses after finding the detail behind the tax charges.

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.

Discussion on the Cemetery Information Management Systems (CIMS) demonstration meeting

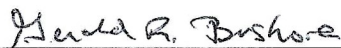
10. Adjournment

* 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 October 18, 2024, Friday

ATTEST:



Gerald R. Bushore, Chair

October 18th, 2024