

Nevada Cemetery District
10523 Willow Valley Road
Nevada City, CA 95959
Phone 530-265-3461
Nevadacemeterydistrict.com

PUBLIC NOTICE
for the
NEVADA CEMETERY DISTRICT
of the
DECEMBER 2024_MONTHLY REGULAR MEETING
for the
BOARD OF TRUSTEES
on
Thursday, December 12th, 2024, 9:00AM
at the
Nevada Cemetery District Office
10523 Willow Valley Road
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 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 Vice Chair at: **shiftyfifty1@gmail.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, November 15, 2024, at 1:30 PM.

**B. Bookkeeper’s Report*
Questions for Bookkeeper***

Motion to Approve – Monthly Financial Reports*

- October 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
- October Credit Card Transactions – Discussion/Approval

Motion to Approve – Monthly Financial Reports*

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November Credit Card Transactions – Discussion/Approval

5. 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, or from, 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:

1. Loney-Sanford
2. Elster
3. Indian Springs
4. Deer Creek
5. Washington
6. French Corral
7. Cherokee
8. Penn Valley
9. North San Juan Protestant
10. North San Juan St. John's Catholic
11. Bloomfield-Malakoff
12. Rough and Ready
13. Clear Creek
14. Graniteville
15. New Oddfellows
16. Red Dog
17. Sweetland
18. Pleasant Valley

6. 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 Ward and Zimmerman)

Sick Leave Recommendation

Finance Committee: (Trustees Ward and Hurst)

Property Committee: (Trustees Ward and Bushore)

Marketing Committee: (Trustees Hurst and Bushore)

7. Old Business*

- A. Continued: Bids for Fence Damage at NSJ
- B. Continued: Discussion of Employee Handbook – No Report
- C. Discussion of Bereavement Leave
- D. Continued: Iron Crosses Update
- E. Discussion/Motion of Draft Audit for 22/23 Fiscal Year
- F. County of Nevada District and Commission Signature Authority – Discuss/Motion and signatures of Board Members - Revision

8. New Business*

- A. Discussion/Approval for new truck – quotes provided
- B. Discussion/Approval for Generator – quotes provided
- C. Discussion/Approval for a Company Cell Phone for David
- D. Discussion/Approval to amend Personal Clothing Allowance Budget by \$400.00 to provide ½ a year’s allowance to new Maintenance Employees.

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. CONFERENCE WITH LABOR NEGOTIATOR(S)
(Govt. Code Section 54957.6)
Agency Representative(s): Vice Chair Hurst
Applicant Representative(s): Self, Undisclosed for requested Privacy

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

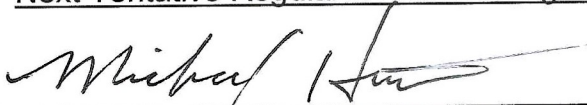
11. Adjournment

* 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 Friday, January 17, 2025

ATTEST:



Michael Hurst, Vice Chair

November 26th, 2024

THIS AGENDA WAS POSTED December 9th, 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.