



Nevada Cemetery District
10523 Willow Valley Road
Nevada City, CA 95959
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Nevadacemeterydistrict.com

PUBLIC NOTICE

for the

NEVADA CEMETERY DISTRICT

of the
JANUARY 2025 MONTHLY REGULAR MEETING

for the
BOARD OF TRUSTEES

on
Friday, January 17th, 2025, 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 Ritti
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 Section 54954.2, subdivisions (a)(3) and (b). 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 Board 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 a Committee of the Nevada Cemetery Board of Trustees if an opportunity for public input was afforded at that meeting. (Government Code Section 54954.3, subd. (a)) .

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 Nevada Cemetery District Office, on Thursday, December 12, 2024, at 9:52 AM.

B. Bookkeeper’s Report* Questions for Bookkeeper*

Motion to Approve – Monthly Financial Reports*

December 2024 Financials Report
NCD Memorandum - Cover Letter to Board by Bookkeeper
Monthly Endowment Fund Activity
Monthly Operations Fund Activity
Monthly Income & Expense
Budget to Actual Report
Financial YTD and Prior Year Comparison
Reconciliation Report
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)

Finance Committee: (Trustees Ritti and Ward)

Property Committee: (Trustees Ward and Hurst)

A. Maidu Tribal Burial Cemetery

B. Sweetland Cemetery

C. You Bet Road Cemetery

Marketing Committee: (Trustees Hurst and Ritti)

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. Discussion and possible approval of the FY 22/23 Draft Audit

8. New Business*

- A. Increase in Medical Insurance Reimbursement – Discussion/Approval
- B. Discussion of Maintenance I vacancy
- C. Discussion of changing the district phone number
- D. Discussion of credit card fund management and identify responsible person

E. Discussion of Budget increase for legal fees and possible approval of resolution to increase the legal fees for the 24/25 FY.

9. Board discussion**

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

11. Adjournment

- * The Board of Trustees can discuss these matters at any time during the meeting
- ** The Board will present issues/concerns for the next meeting Agenda

Next Tentative Regular Board Meeting Friday, February 21, 2025

ATTEST:



Michael Hurst, Chairperson

January 14, 2024

THIS AGENDA WAS POSTED January 14, 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.