**PUBLIC NOTICE­­­**

for the

**NEVADA CEMETERY DISTRICT**

of the

**NOVEMBER 2024\_MONTHLY REGULAR MEETING**

for the

**BOARD OF TRUSTEES**

on

**FRIDAY, November 15th, 2024, 1:30 PM**

at the

**Madelyn Helling Library**

**Gene Albaugh Community Room**

**980 Helling Way, Nevada City, CA 95959**

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**AGENDA\***  
Please note the time and meeting location above.

1. **Board call to order - Public Session**
2. **Roll call:**

Trustee Hurst

Trustee Ward

Trustee Bushore

1. **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) .

1. **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.

1. 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, October 18, 2024, at 1:30 PM.
2. **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

1. **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.

1. Review of Cemetery Interments, Pre-Need Sales, and Miscellaneous Income.
2. General maintenance conducted:
3. Loney-Sanford
4. Elster
5. Indian Springs
6. Deer Creek
7. Washington
8. French Corral
9. Cherokee
10. Penn Valley
11. North San Juan Protestant
12. North San Juan St. John’s Catholic
13. Bloomfield-Malakoff
14. Rough and Ready
15. Clear Creek
16. Graniteville
17. New Oddfellows
18. Red Dog
19. Sweetland
20. Pleasant Valley
21. **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)

Sick Leave Recommendation

Finance Committee: (Trustees Ward and Hurst)

Property Committee: (Trustees Ward and Bushore)

Marketing Committee: (Trustees Hurst and Bushore)

1. **Old Business\***
2. Continued: Bids for Fence Damage at NSJ
3. Continued: Discussion of Employee Handbook – No Report
4. Continued: Iron Crosses Update
5. Discussion/Motion of Draft Audit for 22/23 Fiscal Year
6. **New Business\***
7. Discussion of Bereavement Leave
8. County of Nevada District and Commission Signature Authority – Discuss/Motion and signatures of Board Members

**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. 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 December 20, 2024, Friday

**ATTEST:**

Gerald R. Bushore, Chair November 7th, 2024

THIS AGENDA WAS POSTED November 12th, 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.