

ORLAND CEMETERY DISTRICT

February 13, 2024

9:00 A.M.

I.O.O.F Cemetery

District Office / 3900 County Road "P" Orland, California 95963

AGENDA

This agenda has been prepared and posted at least 72 hours prior to the regular meeting of the Board of Trustees in accordance with the Ralph M. Brown Act. The public may be heard on an item before or during the consideration of any agenda item to be considered by the board, subject to reasonable time limitations for each speaker. Members of the public may address matters under the jurisdiction of the Board of Trustees, and not on the posted agenda, provided that no action shall be taken on any item not appearing on the agenda. The Board cannot act on any unscheduled items unless it is declared by a vote of a least two-thirds (2/3) of the Board that there is a need to take immediate action, and the need for action came to the attention of the District after the agenda was posted. Agenda items are numbered for public identification purposes only and will not necessarily be considered in indicated order. Details concerning agenda items are available for public reference during normal business hours at the District Office.

A. Call to order:

B. Pledge of Allegiance:

C. Roll call:

D. Public comment on any agenda item – Open or Closed:

The Board of Trustees of the Orland Cemetery District appreciates and encourages public interest and welcomes questions and opinions at its meetings. Members of the public desiring to address the Board are requested to first be recognized by the presiding Chair and identify themselves for record. The presiding Chair may, in the interest of time and good order, limit the length of public comments and presentations.

E. Information Items:

A. Managers Monthly Report:

1. Major Purchases.
2. Incidents/Safety Report.
3. Ground Improvement Projects & Maintenance Report.

F. New Business/Future Agenda Items:

- A. Adopt Third Party Claims Against the Orland Cemetery District Policy:
- B. Approve Updated Orland Cemetery District Emergency Action Plan Policy:
- C. Appoint Orland Cemetery District Safety Committee:
- D. GSRMA Notice of Intent - Discussion:
- E. Appointment Confirmation – Dottie Tefelski -4-Year Term 01/01/2024 – 01/03/2028
- F. Approve 2024 Golden State Risk Management RMAP Program:

G. Consent Calendar:

- A. Approval of the January 9, 2024, Board Meeting Minutes:
- B. Approval of December 2023 Monthly Expenditures/Claims/Sales:
- C. Approval of January 2024 Monthly Expenditures/Claims/Sales: (Tentative)

H. Old Business:

- A. Barceloux-Tibessart Foundation 2023 Grant Utilization Report:
- B. Orland Cemetery District – 100 Year Anniversary: (Planning/Discussion/Updates)
 - Proposed Centennial Coin Design Contest
- C. Masonic Building Repair Proposal/Discussion:
- D. Discussion Orland Cemetery District 06/30/2022 & 06/30/2023 Audit Update/Discussion:
- E. Orland Cemetery District Indigent Burial Program Update:

I. Close session:

- A. None scheduled.

J. Return to open session:

- A. None scheduled.

K. Trustee Discussion and Comments:

L. Office Manager Report:

- A. Office Manager's Monthly Report.
- B. January 2024 Burials. (3) Full Burials and (2) Cremation Burials.
- C. Correspondence: Office Manager has received a grant from the California Association of Public Cemeteries. This grant covers conference registration (\$554) and lodging (\$693). This grant is for Staci to attend their Annual Conference in San Diego – March 14 -16, 2024. This conference will be focusing on: *Heat-Illness Prevention Training, *Know your Legislators, *Ethics Training, *Workplace Violence, *Problem Solving and meetings with vendors. There will also be a Public Cemetery Alliance Board Meeting.
- D. Golden State Risk Management Authority: Veteran Monument Insurance

M. Adjournment:

This Agenda was posted this 5th day of February 2024 by Staci K. Buttermore, Office Manager.

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