**ORLAND CEMETERY DISTRICT**

Board of Trustees Special Meeting Minutes

Friday, August 15, 2025

9:00 a.m.

A Special meeting of the governing Board of the Orland Cemetery District (OCD) was held at the Orland Cemetery District Office, located at 3900 County Road “P”, Orland, California 95963 at 9:00 a.m.

Public Notices were posted by the Secretary of the Board on **Monday, August 11, 2025,** at the following locations:

1. OCD Office – 3900 County Road “P”, Orland, CA 95963
2. The OCD website – <http://orlandcemeterydistrict.com>

**CALL TO ORDER, ROLL CALL**

Chair Rick Beale called the meeting to order at 9:00 a.m., those in attendance were as follows:

**Trustees present:**

Rick Beale, Chair

Kevin Donnelley, Vice-Char

Dottie Tefelski, Trustee

**Additional participants:**

Staci Buttermore, District Manager/Secretary of the Board

**Public present:**

There were no guests present.

**Flag Salute:**

Led by Chair, Rick Beale.

**Public Comments:**

None.

**5. New Business:**

1. **Office Assistant Interviews:**

The Board of Trustees conducted interviews with three candidates for the office assistant position. These individuals were selected through RUSH Personnel.

**6. Adjournment:**

Chair Rick Beale adjourned the meeting at 11:35 a.m.

Respectfully submitted by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Staci K. Buttermore, Board Secretary

Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_