

ORLAND CEMETERY DISTRICT

Trustee Board Meeting

June 9, 2026

9:00 A.M.

A Regular Board Meeting of the Governing Board of the Orland Cemetery District ("District") will take place at 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 Board cannot act on any unscheduled items unless it is declared by a vote of at 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.

1. **CALL TO ORDER:**

2. **PLEDGE TO ALLEGIANCE:**

3. **ROLL CALL:** Chair Beale Vice Chair Donnelley Trustee Tefelski
 District Manager Buttermore Grounds Foreman Ollenberger

Guests: _____

4. **PUBLIC COMMENT ON ANY AGENDA ITEM – OPEN OR CLOSED:**

The Orland Cemetery District Board of Trustees encourages interested members of the public to address the Board on any matter or issue that is within the subject matter jurisdiction of the District. At this time, members of the public are invited to address the Board concerning any items on the Agenda, or on any other matters that are not on the Agenda but are within the subject matter jurisdiction of the District. If you discuss a matter that is not listed on the Agenda, state law prohibits the Board from discussing or taking any action on such matter during this meeting. All persons wishing to speak must inform the clerk in advance of the start of the meeting. Public comments are limited to three minutes per speaker.

Under the provisions of the Brown Act, the Board is prohibited from taking action on oral requests. However, the Trustees may respond briefly or refer the communication to staff. The Trustees may also request the clerk to calendar an item related to your communication at a future Trustees meeting.

5. **CONSENT CALENDAR:** *Items that are considered routine, non-controversial and generally approved in a single motion. A Trustee may request to have an item removed from the consent calendar for discussion or to be deferred.*

- A. Approval of April 2026 Monthly Financial Expenditures/Claims Reports:
- B. Approval of May 12, 2026, Board Meeting Minutes:

6. INFORMATION ITEMS:

A. Grounds Foreman Report (May 2026)

1. Monuments/Headstones:
2. Grounds/Project Update:

B. Manager's Monthly Report: (May 2026)

1. Incidents/Safety Report:
 - Broken Limbs – IOOF Cemetery
2. Correspondence/Community Communications:
 - District has had approximately 20 inquiries regarding the cemetery clean-up project.
3. Events Scheduled/Attended:
 - Senior Expo – June 25, 2026 (10:00 a.m. – 2:00 p.m.)
 - PCA Annual Conference – July 30 – July 31, 2026.
4. Burial Report (May 2026): (6) Full Burials – (4) Cremation Burials:
 - Maria Llamas – 05.06.2026 – Catholic Cemetery.
 - Jacqueline Rose – 05.08.2026 – Old Catholic Cemetery
 - Kendall Grob – 05.08.2026 – Old Catholic Cemetery.
 - Diane Logan -05.11.2026 – Masonic Cemetery.
 - James Studybaker – 05.12.2026 – Masonic Cemetery.
 - Janice Wiley – 05.14.2026 – IOOF Cemetery.
 - Alfonso Llamas – 05.15.2026 – Catholic Cemetery.
 - Lloyd Garzoli – 05.22.2026 – Old Catholic Cemetery
 - Jose Llamas – 05.29.2026 – Catholic Cemetery
 - Maria Poldervaart – 05.30.2026 – IOOF Cemetery.
5. Sales, Burials and Deposits May 2026:
 - (3) Pre-Needs.
 - (5) Contract Payments.
 - (5) Burial Payments.
 - (3) Pre-Need Grave Purchases.
 - (2) Glue On Purchases.
 - (1) Insurance Reimbursement.

7. NEW BUSINESS:

- A. IOOF Section 5 – Veterans Area Discussion – Vase Replacements: Discussion/Review/Action**
- B. Orland Cemetery District 2024-2025 Audit: Discussion/Review**
- C. Orland Cemetery District 2026-2027 Preliminary Budget: Discussion/Review/Action**
- D. Orland Cemetery District Rules & Regulations – Proposed Revision “B – Care of Graves, Niches, and Cemetery Grounds – Rule #15: Discussion/Review/Action**
- E. Orland Cemetery District – Proposed Ownership Transfer/Change Fee: Discussion/Action**

8. OLD BUSINESS:

- A. Orland Cemetery District Glenn County's Indigent Burial: Update/Tentatively**
- B. Five Star Bank: Discussion/Action**
 - District Transition to Independent Financial Operations.

C. Participation in U.S. Army Donation Program: Update

- Letter to Glenn County Board of Supervisors – Request for participation was submitted on May 14, 2026.

D. Cemsites Software: Update

E. Golf Cart: Update

F. Orland Cemetery District Beautification Project: Update

G. Year-Round Display of the United States Flag on Veterans Graves – Resolution No. 2025-11-12. – Review of Policy: Discussion/Review/Action

- Estimated annual replacement costs may exceed \$4,000.00, depending on weather conditions, flag quality, and replacement frequency.

9. CLOSE SESSION:

- A. Public Employee Performance Review - District Manager – Annual Review -Due July 5, 2026 – (*Gov. Code § 54957*)

10. RETURN TO OPEN SESSION:

- A. Employee Action.

11. TRUSTEE DISCUSSION AND COMMENTS:

Trustees and the District Manager may comment upon District events; provide reports on attended meetings and events; and suggest items for future Trustees’ consideration, among other items.

- A. Trustee Comments and Event/Function Report Out.

- B. District Manager Comments and Event/Function Report Out.

12. UPCOMING CONFERENCE/TRAINING:

- A. 2026 PCA Annual Conference – Grass Valley, CA – Thursday, July 30th – Friday, July 31st.

13. ADJOURNMENT:

Any person with a disability who requires accommodation in order to participate in the meeting should telephone the District Cemetery Office at (530) 865-3880, at least 48 hours prior to the meeting in order to make a request for disability-related modifications or accommodation.

DECLARATION OF POSTING: I declare under the penalty of perjury that I am employed by the Orland Cemetery District, and the foregoing agenda was posted on the District’s website (<https://www.orlandcemeterydistrict.com>) and at the District office on **Thursday, June 4, 2026**


Staci K. Buttermore, Board Secretary

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discrimination on the basis, of race, color, national origin, age, disability, sex, and family status (Not all prohibited bases apply to all programs.) To file a complaint of discrimination, write to USDA, Director, Office of Civil rights, 1400 Independence Avenue, S.W., Washington D.C. 00520-9410 or call (800)- 795-3272 (voice) or (202)-720-6382 (TDD).