

# ORLAND CEMETERY DISTRICT

January 9, 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. Adoption of Resolution 2024-01-09 Appropriations Limit for Fiscal Year 2023-2024:
- B. Election of Officers: Per By-Laws at the first meeting in January of each year the Board shall elect a Chairperson and Vice Chairperson.
- C. Appointment of Board Secretary: Per By-Laws.
- D. Barceloux-Tibessart Foundation 2024 Grant Planning:
- E. Approve Orland Cemetery District 2024 Observed Holidays:

**G. Consent Calendar:**

- A. Approval of the December 12, 2023, Board Meeting Minutes:
- B. Approval of November 2023 Monthly Expenditures/Claims/Sales:

**H. Old Business:**

- A. Barceloux-Tibessart Foundation 2023 Grant Utilization Report:
- B. Wreath's Across America / December 16, 2023, at 9:00 a.m.: Review/2024 Planning
- C. Orland Cemetery District – 100 Year Anniversary: Planning/Discussion/Updates
- D. New Masonic Building Proposal/Discussion:
- E. Discussion Orland Cemetery District 06/30/2022 & 06/30/2023 Audit Update/Discussion:
- F. 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. PCA Board Meeting: December 13, 2023 (Zoom Meeting)
- B. Office Manager's Monthly Report.
- C. December 2023 Burials. (9) Full Burials and (2) Cremation Burials.
- D. Correspondence: Received grant from the Special District Leadership in the amount of \$935.00 for expenses incurred for Office Manager at the Secretary's Leadership Conference in Monterey.

**M. Adjournment:**

This Agenda was posted this 29<sup>th</sup> day of December 2023 by Staci K. Buttermore, Office Manager.

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