

# ORLAND CEMETERY DISTRICT

December 12, 2023

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 Chairman and identify themselves for record. The presiding Chairman 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. Sales, Burials, Safety Report, Major Purchases:**

October Burial Report: (2) Full Burials and (2) Cremation Burials.

**2. Incidents/Safety Report:**

**3. Correspondence:**

**4. Grounds & Maintenance Report:**

**5. Old Business Updates:**

**F. New Business:**

**A. Adopt Orland Cemetery District 2024 Board Meeting Dates:**

**B. Orland Cemetery District December Office Closures: Friday, December 22, 2023, Monday, December 25, 2023, and Tuesday, December 26, 2023.**

**C. Letter of Recommendation – Dottie Tefelski:**

**D. Approve Thank You Letter to – G.S.R.M.A.**

**E. Orland Cemetery District – 100 Year Anniversary: August 9, 2027.**

**G. Old Business:**

- A. Orland Cemetery District Indigent Burial Program Update.
- B. Orland Cemetery District 06/30/2022 & 06/30/2023 Audit Update/Discussion:
- C. New Masonic Building Proposal: Discussion.
- D. Graves Cemetery Expansion Update:
- E. Wreaths Across America: Planning for December 16, 2023, Ceremony.

**H. Consent Calendar:**

- A. Approval of the November 14, 2023, Board Meeting Minutes:
- B. Approval of September 2023 & October 2023 Monthly Expenditures/Claims:

**I. Close session:**

- A. None Scheduled.

**J. Return to open session:**

- A. None Scheduled.

**K. Trustee Discussion and Comments/Future Agenda Items:**

**L. Staff Reports:**

- A. Office Managers Report:

**M. Adjournment:**

This Agenda was posted this 5<sup>th</sup> day of December 2023 by Staci K. Buttermore, Office Manager.

*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, 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).*