

**ORLAND CEMETERY DISTRICT**  
**Board of Trustees “Special Meeting” Minutes**

July 22, 2024  
I.O.O.F Cemetery  
District Office / 3900 County Road “P” Orland, California 95963

The meeting was called to order at 1:25 p.m. by Chair Rick Beale followed by the Pledge of Allegiance.

**Members Roll Call:** Members present, Chair Rick Beale, Trustee Kevin Donnelley, Trustee Dottie Tefelski, Interim District Manager Staci Buttermore. There were no members of the public present.

**CONSENT CALENDAR:**

**A. Approval of the July 16, 2024, Special Board Meeting Minutes:**

Trustee Dottie Tefelski made a motion to approve the July 16, 2024, Special Board Meeting Minutes as presented, Trustee Kevin Donnelley seconded the motion. A vote was 3-0 in favor, the motion **PASSED unanimously**.

**B. Approval of May 2024 Monthly Expenditures/Claims:**

Trustee Dottie Tefelski made a motion to approve the May 2024 monthly expenditures/claims as presented, Trustee Kevin Donnelley seconded the motion. A vote was 3-0 in favor, the motion **PASSED unanimously**.

**OLD BUSINESS:**

**A. Rescind Orland Cemetery District Resolution No: 2024-07-09-02 “Authorization of Signature on County Claim Forms:**

Trustee Kevin Donnelley made a motion to rescind Orland Cemetery District Resolution No: 2024-07-09-02 “Authorization of Signature on County Claim Forms, Trustee Dottie Tefelski seconded the motion. A vote was 3-0 in favor, the motion **PASSED unanimously**.

**NEW BUSINESS:**

**A. Approve Orland Cemetery District Resolution No: 2024-07-09-04 “Authorization of Signature on County Claim Forms:**

Trustee Kevin Donnelley made a motion to approve Orland Cemetery District Resolution No: 2024-07-09-04 “Authorization of Signature on County Claim Forms, Trustee Dottie Tefelski seconded the motion. A vote was 3-0 in favor, the motion **PASSED unanimously**.

**CLOSE SESSION:**

Chair Rick Beale adjourned the regular meeting at 1:30 p.m. and the Trustees entered into the close session.

**A. Employee action (Employee Evaluations – District Manager & Office Manager).**

**RETURN TO OPEN SESSION:**

**A. Employee action resolution.**

The Board of Trustees reconvened to open session at 3:06 p.m. No further action was taken.

**TRUSTEE DISCUSSION AND COMMENTS:**

There were no Trustee comments.

**STAFF REPORTS:**

There were no staff comments.

**ADJOURNMENT:**

Chair Rick Beale adjourned the meeting at 3:09 p.m.

Respectfully submitted by:



*Staci K. Buttermore, Board Secretary*

Approved: 07-30-2024