

ORLAND CEMETERY DISTRICT
BOARD OF TRUSTEES' MEETING
November 12th, 2019
9:00 a.m.
I.O.O.F. CEMETERY
DISTRICT OFFICE / COUNTY ROAD "P"

Meeting was opened at 9:00 am by Chairperson Pat De Fries. Members Roll Call; Members present were, Chairperson De Fries, Trustee Beale, Trustee Donnelley and Manager Rob Christian. Also present at the meeting was Dottie Tefelski from Wreaths Across America and Head Groundskeeper Steve Thomas.

Unscheduled matters:

The Manager reported that the Annual Audit was completed, and he noted that the report stated that Auditor found no issues. It was also noted that there was a safety issue with two trees being in need of removal. Two bids have been obtained and was waiting for a third. One service stated that the soonest they could do the work was end of February 2020. The other stated that they may be able get it done by sometime in January 2020. The Manager also informed the Board that he intended to apply for the Risk Management Accreditation Program again. Dottie Tefelski gave a brief statement regarding the Wreaths Across America Program scheduled for December 14th, 2019. The Manager informed Dottie that he would have the Volunteer forms available to her before the event, for the Volunteers to sign.

Reading of the minutes:

The minutes of October 8th, 2019 regular meeting were approved as read.

Financial report:

A copy of the Financial Report was attached to the minutes and was given to the Trustees for their review showing the deposits and expenses for the month. Explanations were given for expenses to the Board by the Manager. Of special note was the purchase of agrichemicals for the fall applications of pre-emergents. Also noted was purchase of new shirts and embroidery for new employee.

Managers' Report:

A copy of the Managers report is attached to the minutes. Each item was discussed and questions from Board were answered.

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New Business:

Resolution 2019-11-12-01 for transfer of monies for re-imbusement to the Food and Lodging Budget line item was read for the Board by the Manager. A motion was made by Trustee Donnelley ,seconded by Trustee De Fries, to pass the Resolution as read. The vote was 3-0 in favor and the Motion passed. The Manager asked to table the next Resolution to transfer monies from part-time to wages line item until he was able to speak with the Department of Finance. A motion was made by Trustee Donnelley, Seconded by Trustee Beale to table the item until a future meeting. A voice vote was 3-0 in favor and the motion passed.

The next item was nominations for a Board seat on the Golden State Risk Management Authority. The Manager had already composed a letter of self-nomination for the Orland Cemetery District to be submitted. It was agreed to submit the letter.

Nominations for filling the Trustee seat currently held by Pat De Fries whose term expires in January of 2020 were then discussed. A letter to the Glenn County Board of Supervisors had already been composed by the Manager on behalf of the Cemetery Board nominating Dottie Tefelski to fill the seat being vacated by Pat De Fries. The consensus of the room that Dottie would be an excellent fit on the Cemetery Board.

The Manager asked to have the Resolution for the Appropriations Limit to be tabled until the December meeting due to the Legal notification not being given with the proper time required. A motion was made by Trustee De Fries, seconded by Trustee Donnelley to able the item until the December regular meeting. A vote was held, and the motion passed 3-0 in favor.

The Manager informed the Board that the Waterproofing project was scheduled to begin on Monday the 18th of November and was expected to be completed in about five days' time. The delay was caused by a delay in company engineering drawings for purposes of the warranty.

There being no further business to come before the Board, the meeting was closed at 10:32 am.

Respectfully Submitted,

Robert Christian

Clerk of the Board.