

**Shasta Valley Cemetery District**  
**Regular Board Meeting Minutes**  
**May 17, 2023**

The Shasta Valley Cemetery District Board of Trustees meeting was called to order on May 17, 2023 at 10:11 a.m. The meeting was held at 1312 Fairlane Rd, Yreka, CA

**Roll Call:** Trustee Bacigalupi, Trustee Terwilliger, Trustee McNeil, Trustee Olson, Richard Schnepf, District Grounds Administrator, Nanette Cooley, District Secretary

**Public Present:** none

**Correspondence:** Survey Cards – 3 all positive. Requested more maintenance at the Montague Cemetery.

**Approval of Minutes:** Trustee Bacigalupi made a motion to approve the Minutes of the March 15, 2023 Board Meeting. Trustee Terwilliger seconded the motion. Motion carried.

**Approval of Income & Expenditures:** Income for March 2023 was \$3,834.97. Expenses were \$9,720.73. Income for April 2023 was \$51,151.69. Expenses were \$9,181.80. Trustee Bacigalupi motioned to approve March and April Income and Expenses. Trustee Terwilliger seconded. Motion carried.

**District Grounds Administrator Report:** There was one burial in March and 5 in April. Lots of cleanup in March. A lot of time was spent in April dodging the weather making cleanup difficult. Little Shasta cemetery was mowed 3 times in April. There may be issues with some trees in the future due to excess water. Extra help is needed in April and May for cleanup, mowing and weedeating. Trustee Terwilliger made a motion to purchase a log splitter and a wheeled generator for the district. Trustee Olson seconded. Motion carried.

**District Office Administrator Report:** Yreka Transfer is donating dumpsters for Evergreen and St. Joseph’s Cemeteries for Memorial Day cleanup. We need a new sign for the Gazelle Cemetery.

**Board Member & Committee Reports**

Employees Administration.....Rory McNeil  
Cemetery Improvements ..... Donna Bacigalupi  
Finance.....Matt Osborn  
Friends of Shasta Valley Cemeteries

Policy & Procedures .....Matt Osborn  
Public Relations.....Donna Bacigalupi  
Girdner’s Liaison.....Rory McNeil

**Policies & Procedures:** This time is set aside for Trustees to request changes to District Policies and Procedures items to be put on the next meetings agenda.

**Old Business:** This time is for discussion and possible action of any unfinished business previously discussed and listed here.

1. Discuss the possibility of a contract with the book author regarding using a picture of the cemetery.

**New Business:** Discussion and possible action of any new business.

1. Trustee Bacigalupi made a motion to hire Streamline for our website. Trustee Terwilliger seconded. Motion carried.
2. Trustee Olson made a motion to approve the 2023/2024 budget. Trustee Terwilliger seconded. Motion carried.

