

Shasta Valley Cemetery District

Regular Board Meeting Minutes

November 17, 2021

The Shasta Valley Cemetery District Board of Trustees meeting was called to order on November 17, 2021 at 10:00 a.m. The meeting was held at 1312 Fairlane Rd, Yreka, CA

Roll Call: Trustee McNeil, Trustee Bacigalupi, Trustee Terwilliger, Trustee Osborn, Richard Schnepf, District Grounds Administrator, Nanette Cooley, District Office Manager

Public Present: No public present

Correspondence: Survey Cards – 6 all positive. A suggestion was made to have an option for online or digital signatures.

Approval of Minutes: Trustee Bacigalupi made a motion to approve the Minutes of the October 20, 2021 Board Meeting. Trustee Osborn seconded the motion. Motion carried.

Approval of Income & Expenditures: Total Income for October was \$5,213.52 and total Expenses in October were \$13,719.73. Trustee Osborn made a motion to approve the Income and Expenditures for October 2021. Trustee Terwilliger seconded the motion. Motion carried.

District Grounds Administrator Report: There were 2 full burials and 3 cremains burials. More cleanup is being done. The new part for the dump truck arrived and was installed by Rich. The water in Evergreen was turned off for the season. Rich will check with other cemeteries about green burials as there have been more interest in them.

District Office Administrator Report: Nanette asked if the District would be interested in a trial membership with California Association of Public Cemeteries. Trustee Bacigalupi made a motion to approve the trial membership. Trustee Terwilliger seconded the motion. Motion carried.

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

Trustee Bacigalupi proposed having the City of Yreka build a fence around the St. Joseph's cemetery and asking the City of Yreka to include SVCD as an additionally insured when the homeless encampment is built. Tabled until 2022.

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

Changing policies on flowers and decorations allowed on plots was tabled until December 15, 2021 meeting. Burial policy changes to number of cremains allowed per plot in outlying cemeteries was tabled until December 15, 2021 meeting.

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

1. 18/19 & 19/20 Draft Audit Review – still trying to contact the auditor. Trustee Bacigalupi suggested going back to the previous auditor for the next audit.

Page 2

1. Schedule cleanup with Deadwood – Rich will contact them. They may still be on Covid lockdown
2. Purchase of Excavator – Trustee Bacigalupi made a motion to purchase the excavator. Trustee Terwilliger seconded the motion. Motion carried.
3. Transfer of funds to purchase excavator – Trustee Bacigalupi made a motion to transfer \$21,550.00 from Contingency fund to the General fund.
4. Contact fire department to burn leaves/debris – Rich will discuss burning leaves/debris with the fire chief.

Approved this date, by a vote of: Yes _____ No _____

Date _____

Date _____