

TOWNSHIP #2 CEMETERY DISTRICT REGULAR MEETING
LOCATION – Cemetery Office, 500 S. Church Street, Lone CA 95640
Thursday, January 11, 2024 – 3:00 PM

AGENDA

A. CALL TO ORDER

B. ROLL CALL

Pamela Bennetts, Chairman
Don Smith, Vice Chairman
Larry Slayton, Secretary
Tom Reed, Treasurer
Laurie Lockhart, Director

Staff present: Paul Muschetto Megan Buchanan

C. PUBLIC PRESENT:

D. PUBLIC COMMENT: EACH SPEAKER IS LIMITED TO 5 MINUTES

NOTE: This is the time for members of the public who wish to be heard on matters that do not appear on the Agenda. Persons may address the Board at this time on any subject within the jurisdiction of the Township #2 Cemetery District. Public comment is limited to 5 minutes per person.

Is there any person who wishes to address the board at this time?

E. MINUTES of the November 9, 2023 regular meeting

F. FINANCIAL REPORT

G. OFFICE MANAGER'S REPORT

H. GROUNDS MANAGER'S REPORT

Notice to the public: The public may comment on any agenda item before a vote. Limited to 5 minutes per person.

I. UNFINISHED BUSINESS

1. Pavilion cost estimate/finding our own drafter
2. Lone Memorial District contract and Office Manager hours
3. Memorial area for those who couldn't be buried

J. NEW BUSINESS

1. Large area of water pooling in front of graves at entrance to cemetery/may need culvert under entrance
2. Changes in law regarding employee sick leave
3. Accepting donations
4. Advertising – Sponsoring Little League Team

K. ADJOURNMENT

REGULAR TOWNSHIP #2 CEMETERY DISTRICT MEETING
LOCATION – Cemetery Office, 500 S. Church Street, Lone CA 95640
Thursday, December 14, 2023 – 3:00 PM

MINUTES

A. CALLED TO ORDER at 3:00 pm

B. ROLL CALL

1. Pamela Bennetts, Chairperson
2. Don Smith, Vice Chair
3. Tom Reed, Treasurer
4. Larry Slayton, Secretary
5. Laurie Lockhart, Director

Staff present: Paul Muschetto Megan Buchanan

C. PUBLIC PRESENT: None

D. PUBLIC COMMENT: None

E. MINUTES of the 11/9/2023 regular meeting

Motion by Tom Reed to accept minutes of 11/9/2023 meeting; 2nd by Laurie Lockhart;
5 Ayes 0 Noes

F. FINANCIAL REPORT

1. Expenditures 10/29/2023 \$6,122.40
Expenditures 11/23/2023 \$7,315.57
 2. General Account Balance 12/1/2023 \$158,780.82
 3. Endowment Fund Balance 12/1/2023 \$70,833.86
 4. Special Project Reserve Account 12/1/2023 \$192,835.05
 5. Revenue 12/1/2023 \$7,297.15
- Correction: None

Motion to accept Financial Report by Laurie Lockhart; Second by Don Smith; Ayes 5 Noes 0

G. OFFICE MANAGER'S REPORT

1. **Plot Sales: 0** – 0 Columbarium Niches, 0 Cremains on Open Existing Plot, 0 Cremains & 0 casket on Family Plot, 2 Casket Plot, 0 Natural Plot, 0 Mausoleum
2. **Burials for month: 0**
 - a. 0 Casket
 - b. 0 Cremains
 - c. 0 Natural Burial

H. GROUNDS MANAGER'S REPORT

1. Purchasing new leaf blower.

I. UNFINISHED BUSINESS:

1. Discussion only on pavilion costs
2. Continued discussion on Memorial District Contract.
3. Increasing Office Manager's hours. Motion by Tom Reed for interim change in Office Manager hours to cover up to 30 Memorial District Hours for the month of December; Second by Don Smith; Ayes 5 Noes 0

J. NEW BUSINESS:

1. Pavilion cost estimate (discussion only)
2. Memorial Area (discussion only)

K. ADJOURNMENT: Time 3:40 p.m.

Motion by Tom Reed; Second by Don Smith; Ayes 5 Noes 0

Submitted by Township #2 Cemetery Secretary, Donald Larry Slayton