

**BROWNS VALLEY CEMETERY DISTRICT**  
**9403 Browns Valley School Road**  
**Post Office Box 211, Browns Valley, CA 95918-0211**  
**AGENDA**

**Wednesday, June 19, 2024 10:00 a.m.**

**Meeting held at: 5573 Marysville Road, Browns Valley, CA**

- 1. Call to Order**
- 2. Consent Agenda**
  - a. Approval of minutes of May 15, 2024.
- 3. Secretary/Treasurer's Report**
  - a. Current Budget update from Ruth Mikkelsen. (Handout of Register and account balances). The last budget report received from the county is for April 2024. As of April 30, 2024, the account balance of 613 was **\$265,988.25** in 613 and **\$51,012.79** in 614. Current balance in 613 is **\$266,034.25** in 613 and 614 remains **\$50,654.53**.  
Approval of bills to be paid in June 2024 and report on additional bills that were paid in May 2024 (one). Routine bills: Ben Toilets, \$92.88, PGE when credit is used, Lee Hollingshead for \$1,150.00/month, Ruth Mikkelsen for \$343.18 for R&S temporary markers and Streamline \$504, PCA Conference in August, and P.O. Box rent for 24-25.  
Deposits for June 2024: none.
- 4. New Business: Action items/Approval requested and information items.**
  - a. Audit. The audit has been given to Diane Watts. It still is not back.
  - b. New Warrant and bookkeeping processes.
  - c. Rock removal on grave sites.
  - d. Well decision.
  - e. Reservation/sales of plots: One inquiry from Ron Barrett. (still ongoing).
  - f. Report on lot cleanup.
  - g. Review of gardener.
  - h. Discuss getting person to refill plots with dirt and other incidentals.
  - i. Purchase more top soil.
  - j. Liability Insurance documents are in order.
  - k. Memorial Day Celebration report
  - l. PCA conference August 1,2.
  - m. Discuss how to improve Henderson gravesite.
  - n. Report on new markers.
  - o. Permanent marker regulations.
- 5. Discussion Items**
  - a. Return temporary marker to Susie: None
  - b. New temporary markers required: None
  - c. New page(s): ONE
  - d. Funerals scheduled: None
- 6. Project Reports and Concerns:**

Ruth: Next Meeting will be held on July 17, 2024.  
Susie: Organization's information bulletins. Conference info?  
Roland: Grounds keeping report.
- 7. Public Input:** Members of the public may address the Board at this time.
- 8. Adjournment of Regular Meeting**
- 9. Safety Meeting:** Roland will provide feedback for last month and make report for this current month.
- 10. Adjournment of Safety Meeting**