

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

**AGENDA**

**May 19, 2021 10:00 a.m.**

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

- 1. Call to Order**
- 2. Consent Agenda**
  - a. Approval of minutes of April 28, 2021.
- 3. Secretary/Treasurer's Report**
  - a. Current Budget update from Ruth Mikkelsen. (handout of Register and account balances.
  - b. Approval of bills to be paid in May 2021 and report on bills that were paid April 2021. Routine bills due: Botanica, PG&E, and Ben Toilets. New: none
  - c. No budget report from the county was received in May.  
Extra deposits for March 21: none Deposits for May 2021: \$50.
- 4. New Business: Action items/Approval requested**
  - a. Window for Mausoleum. Approval to have made by Valley Wood Windows.
  - b. Review and update Policy and Procedures Manual.
  - c. Agenda for Memorial Day.
  - d. Update on Mausoleum project. Approve painter to complete interior.
  - e. Temporary Marker refund for:
  - f. New temporary markers required: None.
  - g. Revision of the Contract suggested by Bob Hunt.
  - h. Revision of Intended User of Interment Right, by Bob Hunt.
  - i. Twin Cities Tree Service bid for removing liquid amber tree.
- 5. Discussion and Review**
  - j. Information on current plot sales and burials. None
  - a. New page(s): C03. James Beatty placed in A03/A05, B02, B03, C02, C03.
  - b. Funeral scheduled: none
  - c. We received the product for cleaning headstones. Plans to use it?
  - d. Any errors found in the new data printouts?
  - e. Clearing the 2.5 acres for fire control.
- 6. Project Reports and Concerns:**

Ruth: June meeting will be on June 16, 2021

  - No further updates on LDS list of people in the Cemetery

Susie: Organizations information bulletins.

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's and make report for this current month.
- 10. Adjournment of Safety Meeting**