

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

**AGENDA**

**Wednesday, February 16, 2022 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 January 19, 2022.
- 3. Secretary/Treasurer's Report**
  - a. Current Budget update from Ruth Mikkelsen. (handout of Register and account balances). The last budget report from the county was received as of November 31, 2021 and was presented at January Board meeting. Current budget report contains current expenditures through February 16, 2022.
  - b. Approval of bills to be paid in February 2022 and report on bills that were paid in January 2022. PG&E bill from January was \$9.54. Routine bills: Botanica, PG&E, and Ben Toilets. New bills: Reimburse Ruth Mikkelsen for funeral booklets and supplies.
  - c. Extra deposits for January 2022: none. Deposits for February 2022: \$200 gift.
  - d. Govt. Compensation Report for 2021
- 4. New Business: Action items/Approval requested/information items.**
  - a. Accept gift from Heath Hutchinson for \$200. Anything special to do with it.
  - b. New flags, both large and small.
  - c. Inventory of stolen items and information on recovery of items. Approve purchase of items on the list.
  - d. Approve renewal of membership in Public Cemetery Association for \$100.
  - e. Any further plans for the Mausoleum?
  - f. Review 19-21 and 20-21 Audit report. There are no mistakes to fix.
  - g. Revisit obtaining water for cemetery.
  - h. We need to mark the plots that have been sold with the silver disks.
  - i. New fence signs. On the east side.
- 5. Discussion and Review**
  - a. Window for Mausoleum. Update: Need installation.
  - b. Flags. Have been approved. Need to order.
  - c. Discuss further: Hire a part-time maintenance company to clean headstones, fill holes, etc.
  - d. Temporary Marker refund for: none
  - e. New temporary markers required: None.
  - f. Information on current plot sales and burials.
  - g. New page(s): none
  - h. Funerals scheduled: Two: Feb. 16, 2022, April 16, 2022.
- 6. Project Reports and Concerns:**

Ruth: February meeting will be on March 16, 2022

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

Susie: Organization's 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**