

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

**AGENDA**

**Thursday, August 26, 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 July 21, 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 July 2021 and report on bills that were paid June 2021. Routine bills due: Botanica, PG&E, and Ben Toilets. New: Ruth and Roland reimbursements.
  - c. The last budget report from the county was received as of June 30, 2021. Included this month are also April and May final budgets. Our July and August budget pages are also included including bills paid this month.  
Extra deposits for July: none Deposits for August 2021: \$1,300.
  - d. Statement for warrants purchased in second quarter of 2021. Approve.
- 4. New Business: Action items/Approval requested**
  - a. Discuss Endowment fee.
  - b. Approve chain link fence repair: Present bids
  - c. Approve completed Policy and Procedures Manual final revisions.
  - d. Approve Resolution to Establish Appropriation Limit for 2020-2021.
  - e. Accept donation of \$100 from the Thornburg family. Sign thank-you letter.
  - f. Approve new inventory list for 2021. Includes all the new supplies and tools.
- 5. Discussion and Review**
  - a. Window for Mausoleum. Update:
  - b. Temporary Marker refund for: none
  - c. New temporary markers required: None.
  - d. Information on current plot sales and burials.
  - e. New page(s): B04
  - f. Funeral scheduled: none
  - g. Headstone cleaning: Safety Data Sheet will be placed in the shed at the Cemetery.
- 6. Project Reports and Concerns:**

Ruth: September meeting will be on September 15, 2021

  - No further research 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**