

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

**AGENDA**

**July 21, 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 June 16, 2021.
  - b. Approval of minutes of June 30, 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: Joey Hobbs, Streamline, Recology.
  - c. The last budget report from the county was received as of April 30, 2021. If another arrives before the 21<sup>st</sup>, it will be presented at the board meeting.  
Extra deposits for June: none Deposits for July 2021: \$100.
- 4. New Business: Action items/Approval requested**
  - a. Discuss Endowment fee.
- 5. Discussion and Review**
  - a. Window for Mausoleum. Frame is complete. Waiting for windows to be completed.
  - b. Approved Policy and Procedures Manual. This will not be completed until I can type again.
  - c. Budget for 2021-22 was due August 2. Completed and submitted to county. Signature card was due. Completed and submitted to county. Organizational Chart was due. Completed and submitted to county.
  - d. Temporary Marker refund for: none
  - e. New temporary markers required: None.
  - f. Information on current plot sales and burials. Upcoming appointment.
  - g. New page(s): C07
  - h. Funeral scheduled: none
  - i. We received the product for cleaning headstones. Plans to use it?
- 6. Project Reports and Concerns:**

Ruth: August meeting will be on August 18, 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**