



AGENDA

OF THE **REGULAR BOARD MEETING** OF THE **BOARD OF TRUSTEES**

OF THE **MADERA CEMETERY DISTRICT**

TUESDAY, JANUARY 30, 2023, 5:30 p.m.

1301 ROBERTS AVE., MADERA, CA 93637

Arbor Vitae/MCD District Office

1301 Roberts Ave. Madera, CA 93637

This agenda has been prepared and posted at least 72 hours prior to the meeting of the Board of Trustees in accordance with the Ralph M. Brown Act. The public may be heard on an item before or during the consideration of any agenda item to be considered by the board, subject to reasonable time limitations for each speaker. Members of the public may address matters under the jurisdiction of the Board of Trustees, and not on the posted agenda, provided that no action shall be taken on any item not appearing on the agenda. The Board cannot take action on any unscheduled items unless it is declared by a vote of at least two-thirds (2/3) of the Board that there is an urgent need to take immediate action, and the need for action came to the attention of the District after the agenda was posted. Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order. Details and supporting materials concerning agenda items are available for public reference during normal working hours at the District Office.

Call to Order

- 1. Roll Call of Board**
- 2. Pledge to the Flag**
- 3. Public Comment on any Agenda Item**

The Board of Trustees of the Madera Cemetery District appreciates and encourages public interest and welcomes questions and opinions at its meetings. Members of the public desiring to address the Board are requested to first be recognized by the presiding officer and identify themselves for the record. The presiding officer may, in the interest of time and good order, limit the length and number of public comments and presentations.

4. RECESS TO CLOSED SESSION

Personnel – CA. Government Code Section 54957

In accordance with Government Code Section 54957, the Governing Board will meet in Closed Session to consider the appointment, employment, evaluation or performance, discipline, resignation, retirement, reassignment, dismissal, complaint of a public employee(s), specifically affecting management, confidential, certificated and/or classified employees.

- **Employee evaluation will be heard: Groundsman III, Groundsman II, Groundsman I, Office Technician**
- All members of the public, employees and other visitors will be asked to clear the meeting room so that the Board of Trustee, and those employees and consultants invited by the Board, may discuss and/or act on those items listed.

5. RECONVENE TO OPEN SESSION-REPORT OF ANY ACTION TAKEN DURING CLOSED SESSION:

6. DISCUSSION/ACTION ITEMS:

- A. Report/Discussion/Approval of Board Chair, Vice Chair, and Secretary**
- B. Loyalty Affirmation**
- C. Discussion/Report if needed on operations of MCD Cemeteries**
- D. Discussion/Report/Approval of lease agreement of D&D AG Services, LLC**
- E. Report/Discussion on District office, Arbor Vitae solar, PlotBox cemetery mapping, and electric vehicles projects**
- F. Report/Discussion on CAPC meeting in San Diego, March 14-16, 2024**
- G. Report/Discussion/Decision on art for Board Room, lobby, arrangement rooms, and hallways**
- H. Report/Discussion on meeting with County Supervisor Bobby Macaulay regarding annexation of land along Hwy 41 corridor**
- I. Report/Discussion/Approval of Proof of Residency Policy**
- J. Report/Discussion/Decision on purchasing new columbaria for Calvary's Arbor View niches**
- K. Report/Discussion/Decision on adding \$2,000 to budget for purchase of replacement lowering device**
- L. Report/Discussion/Decision on contracting with RKS Business Services for Quickbooks acquisition and adoption**
- M. Report/Discussion/Decision on new signage using the "no" symbol**
- N. Report/Discussion/Decision on records retention**
- O. Report/Discussion/Decision on The Missions' request for tree trimming**
- P. Report/Discussion on cemetery security**

Q. Report/Discussion/Decisions on investments for E.C. & Pre-need funds

R. Adjournment

This Agenda has been posted this 25th day of January, 2024 _____

Arthur Gardner – District Manager

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*Please note the Board of Trustees Regular Meeting Calendar is scheduled once a month for the calendar year. However, this Meeting Calendar is subject to change.

February 27, 2024

March 26, 2024

April 23, 2024

May 28, 2024

June 25, 2024