

AUBURN PUBLIC CEMETERY DISTRICT

1040 COLLINS DRIVE • P.O. BOX 4357 • AUBURN, CALIFORNIA 95604
(530) 885-5922 • FAX (530) 885-5938 EMAIL admin@auburncemetery.com

NOVEMBER 12, 2024, REGULAR BOARD MEETING MINUTES

November 12, 2024, at 9:00 A.M.

District Office - New Auburn Cemetery - 1040 Collins Drive -Auburn, Ca. 95603

I. Call To Order – 9:05 AM

1. Pledge of Allegiance

II. Roll Call of The Board – Present were Trustees Earl Wilson, Terry Cooney, Michael Otten, Marilyn Schneider, and Melinda Herzog-Landrith; Also Present was Attorney Robert Hunt.

III. Public Comment on Any Agenda Item – The Chair called for Public Comment. No Public was present to address the Board.

IV. Consent Calendar

1. Approve Minutes for the October 8, 2024, Regular Board Meeting; Approve Minutes for the October 28, 2024, Strategic Workshop Meeting.
2. Approve Check Registry for October 1 – October 31, 2024

MOTION: Cooney/Herzog-Landrith to approve Consent Calendar as presented: UNANIMOUSLY PASSED

V. Informational Items

1. District Manager's Monthly Report:
 - i. General Updates
 - ii. Incidents/Information
2. Financial Report.

Report Given; No Action Taken.

VI. Board Discussion and Possible Action Items

1. Board consideration, possible approval and execution of contract amendment for the sale of the surplus property.
Discussion/Action.

MOTION: Herzog-Landrith/Cooney to adopt Resolution 1-2024 to accept \$380,000 and original closing date of Surplus Property: UNANIMOUSLY PASSED.

2. Board to discuss a project proposed by the Leadership Auburn for a self-guided tour of the Old Auburn Cemetery.
Discussion/Action:

No action taken, discussion only; Board requested a representative address the Board directly at next regularly scheduled Board meeting.

3. Board to review and discuss the District's Workplace Violence Prevention Plan. **Discussion/Action.**

**MOTION: Cooney/Herzog-Landrith to adopt the presented Workplace Violence Prevention Plan:
Four Ayes: Cooney, Wilson, Schneider and Herzog-Landrith
One Nay: Otten**

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4. Board to discuss verbiage and considerations for a District Event Policy for all events hosted by or held on the grounds of the New Auburn or Old Auburn Cemetery. **Discussion/Action.**

Discussion Only, No Action Taken; The Board requested to see examples of possible Event Policies held by other District Cemeteries.

VII. Board Comments, Concerns, and Informational Matters:

1. Discussion of the CAPC 2024 Annual Education Seminar.

Discussion Only: The attending Trustees and District Manager agreed that it was a very informative and positive seminar.

VIII. Adjournment: 11:20 AM

The next scheduled Board of Trustees meeting will take place Tuesday, January 14, 2025, at 9:00 am.

These Minutes have been certified and posted in accordance with the Brown Act.



Katelan Sweeney
Clerk of the Board and District Manager