

AUBURN CEMETERY DISTRICT
1040 COLLINS DRIVE • P.O. BOX 4357 • AUBURN, CALIFORNIA 95604
(530) 885-5922 • FAX (530) 885-5938

BOARD MEETING AGENDA

DATE: November 14, 2023

TIME: 9:00 A.M.

PLACE: NEW AUBURN CEMETERY - 1040 COLLINS DRIVE -AUBURN, CA. 95603

The Auburn Public Cemetery District is committed to ensuring that persons with disabilities are provided the resources to participate fully in its public meetings. If you are hearing impaired, we have listening devices available. If you require additional disability-related modifications or accommodations, including auxiliary aids or services, please contact the Clerk of the Board. If requested, the agenda shall be provided in appropriate alternative formats to persons with disabilities. All requests must be in writing and must be received by the Clerk five business days prior to scheduled meeting for which you are requesting accommodation. Requests received after such time will be accommodated only if time permits. Details and supporting materials concerning agenda items are available for public reference during normal business hours at the District office.

I. ROLL CALL – Pledge of Allegiance

II. PUBLIC COMMENT – Any person may address (5 minutes maximum) the Board of Trustees on any matter. However, the Board cannot discuss, or take any action on any item that is not on the agenda.

III. CONSENT CALENDAR

1. Approval of October 10, 2023 Regular Board Meeting Minutes, September 29, 2023 Special Board Meeting Minutes and August 8, 2023 Regular Board Meeting Minutes.
2. September 15th, 2023 – October 14th, 2023, Check Register
3. Adoption of the Appropriation Limit for Fiscal Year 2022/2023 \$2,308,396.00 Gann Initiative -Limitations of Government Appropriations

IV. FINANCIAL ITEMS

1. **Current Financial Report**
No action to be taken information only.

V. MANAGER'S REPORT

VI. TRUSTEES' QUESTIONS & COMMENTS

VII. GOVERNANCE

1. **CAPC Conference - Information**
66th Annual Conference March 14-16, 2024 – San Diego

VIII. POLICY REVIEW

1. **Personnel Policy -- Information/Action**
Review District's Personnel Policy pages 6-10

IX. UNFINISHED BUSINESS

1. **Crown Castle Lease Negotiations – Information/Action**
Discussion of past communications relating to AT&T tower on District property

X. NEW BUSINESS

1. **Review Secretary/Bookkeeper and Manager Job Descriptions – Information/Action**
Discussion of job description and hourly wage for new positions.
2. **Personnel Recruitment – Information/Action**
Discussion of salary requirements and recruitment platforms,

*This Agenda has been certified and posted in accordance with the Brown Act
Kelly Ehrman Acting Clerk Of The Board:*

Next Board Meeting: December 12, 2023