ADIN CEMETERY DISTRICT

SPECIAL MEETING

THURSDAY, JULY 23, 2020

5:00 P.M.

SOUTHERN CASCASE CONFERENCE ROOM

205 ASH VALLEY ROAD, ADIN, CA 96006

AGENDA

CALL TO ORDER/ESTABLISH QUORUM

DELETIONS/ADDITIONS AND APPROVAL OF AGENDA

CONSIDERATION/ACTION ITEM:

FILL ASSISTANT GROUNDS KEEPER POSITION

INFORMATION/DISCUSSION

ADJOURNMENT

POSTED AT THE ADIN POST OFFICE JULY 20, 2020.

ADIN CEMETERY DISTRICT

BOARD OF TRUSTEES SPECIAL MEETING

MINUTES FOR JULY 23, 2020

SOUTHERN CASCADES MEETING ROOM

PRESENT FOR MEETING: Dan Bouse, Trustee Chairman

Andy Albaugh, Trustee

Keith Bryan, Trustee

CALL TO ORDER:

Chairman Dan Bouse called the meeting to order at 5:04 p.m. A quorum was established.

CONSIDERATION/ACTION:

Select an Assistant Cemetery Grounds Keeper. Trustee Keith Bryan handed out copies of the only application received. It was determined that John Landoski met all the qualifications and/or required skills for the position. Trustee Chairman Dan Bouse entertained a motion. A motion was made by Trustee Keith Bryan to approve John Landoski as the Assistant Cemetery Grounds Keeper effective August 1, 2020. The motion was seconded by Trustee Andy Albaugh. Motion passed by the following:

AYES: Dan Bouse, Trustee Chairman

Andy Albaugh, Trustee

Keith Bryan, Trustee

NOES: None

ABSTAIN: None

ABSENT: None

INFORMATION/DISCUSSION:

Trustee, Keith Bryan accepted masks and hand sanitizer from Holly Stains, Modoc County Health Department, to use within the District.

Trustee, Keith Bryan also submitted an order form for CAPC 2018 Guide to Public Cemetery Operations. The Board asked the District Administrator, Kathie Banwarth, that 5 copies be purchased.

District Administrator, Kathie Banwarth, updated the Board on the current work and the transition to the position.

1. Employment paperwork/fingerprints with Modoc County has been completed.
2. SDRMA payroll/reconciliation report.
3. Upcoming cremation/burial.
4. Website progress.

ADJOURMENT: The meeting was adjourned by Trustee Chairman Dan Bouse at 5:30 p.m.

Respectfully Submitted

Keith Bryan, Trustee

Adin Cemetery District