

# TRUCKEE CEMETERY DISTRICT

10370 E. Jibboom St.  
Truckee, CA 96160  
(530) 587-6553

## TRUSTEES

Clare Aguera  
Sharon Pace Arnold  
Edmund Czerwinski  
Eric Larusson

## STAFF:

Tricia Cook, Secretary/Treasurer  
Troy Killgore, caretaker  
Joe Aguera, assistant caretaker  
Chaun Mortier, archivist  
Greg Zirbel, information Technology

## REGULAR MEETING

January 11, 2016  
2:00 PM  
TDPUD Conference Room

## AGENDA

***This agenda is prepared in advance of the meeting and the Board reserves the right to adjust the agenda during the meeting deleting and/or moving matters as required.***

***For the purpose of this meeting we will be considering the following items:***

- 1. Call to Order:**
- 2. Roll Call**
- 3. Rotation of Vice Chairman to Chairman**
- 4. Public Input:** This time is set aside for the public to address the Board on any matter not on the agenda. Each speaker will be limited to three (3) minutes, but speaker time may be reduced at the discretion of the Chairman if there are a large number of speakers on any given subject.
- 5. Consent Calendar:** Items may be acted on as a group or pulled from the consent calendar at the request of a Board member, staff member or member of the public; and subsequently acted upon separately.
  - 5.1 Minutes: 12/7/15
  - 5.2 Warrant Request TR0116
  - 5.3 Approval of 5.1 & 5.2

## **6. Discussion Items**

- 6.1 Secretary/ Treasurers report.
- 6.2 New Burials: Names, dates, locations, deed/certificate numbers:
- 6.3 Correspondence
- 6.4 Assistant Caretakers Report –Written
- 6.5 Archivist’s Report - Written
- 5.6 IT report

## **7. Open Items:**

- 7.1 Website
- 7.2 Interment Orders form
- 7.3 Ad for Trustee replacement

## **8. Very Old Business Never Completed**

- 8.1 December 2010-” Rules and Regulations pamphlet be prepared, in English and Spanish, to be prepared for distribution to purchasers of plots, or when making arrangements for burials”. All Trustees and Staff to take part in preparing this pamphlet. Design, layout and wording.

## **9. New Business:**

- 9.1 Amend SOPP # 3.0 Election of Officers to Rotation of Vice Chairperson to Chairperson, with outgoing Chairperson to give new vice chairperson keys to P.O. and safe deposit box, this to be done on the First meeting in January.

**10. Trustee Update:** *This item provides time for Trustees to comment on any item within the purview of the District. No more than 3 minutes each*

## **11. Calendar**

## **12. Adjournment**