

TRUCKEE CEMETERY DISTRICT

REGULAR MEETING MINUTES

3/6/17

1. Call to Order: Chairman Larusson called the meeting to order at 2:25 pm.
2. Roll Call:
 - a. Present: Eric Larusson, Sarah Lupyak, Archivist Chaun Mortier, IT Consultant Greg Zirbel, Secretary Tricia Cook
 - b. Absent: Sharon Arnold, Ed Czerwinski, Clare Aguera, and Joe Aguera.
 - c. ***after roll call Chairman Larusson determined there was not a quorum, therefore only discussion items would be addressed at this meeting
 - d. Guests: none
3. Public Input: None
4. Consent Calendar:
 - 5.1) Minutes 1/3/17: continued to next meeting
 - 5.2) Warrant Request TR0217 \$3671.31: as there was not a quorum, the warrants could not be approved.
The secretary will pay time sensitive bills through bank of the West and re-submit warrants at next meeting
 - 5.3) Approval: no approval
6. Discussion Items:
 - 6.1) Secretary/Treasurer report: No new items to report
 - 6.2) Assistant Caretaker: No report
 - 6.3) New Burials: none. Next agenda will have cold storage usage reported.
 - 6.4) Correspondence: no discussion
 - 6.5) Archivist report: see attached report. Archivist commented that she will have guided access to Masonic records during work she is doing with them. Archivist commented that she will have guided access to Masonic records during work she is doing with them. The Board will revisit obtaining ground penetrating radar for mapping gravesites at next meeting?
 - 6.6) IT report: Continued to investigate surveillance cameras.
7. Open Items:
 - 7.1) Triumph Development: continue to next meeting
 - 7.2) Wi-Fi and video surveillance of cemetery property: Zirbel reported he was still researching.
 - 7.3) SB1179 Addendum Form: continued to next meeting
 - 7.4) Review and discuss price list: continued to next meeting
 - 7.5) Hiring of new caretaker: Eric will meet with Dane Leonard after the meeting.
8. New Business:
 - 8.1) Memorial Day planning: Continued to next meeting.
9. Trustee Update:
 - 9.1) An agenda item pertaining to discussion of necessary forms and responsibilities will be added to the April agenda.

9.2) Proposal to create a position “Advisory to Board” and appoint Clare Aguera. This will be continued to next meeting.

10. Calendar: Due to a conflict the May meeting will be scheduled May 8. The next meeting will be on Monday April 3 at 2pm at Truckee Donner PUD.

11. Adjournment: Lupyak motioned, Larusson seconded the meeting adjourned at 3:07 pm.

Respectfully Submitted,

Tricia Cook, Secretary

Eric Larusson, Chairman