Chester Cemetery District

Board of Directors Meeting Agenda

February 9, 2021 at 1:00pm

Chester Cemetery District Office, 1400 Hwy 36, Chester, CA

**Meeting will be held at the Chester Cemetery Office, 1400 Hwy 36, Chester**

**Public Comment Period:**

Persons wishing to address the Board on non-agenda items shall limit their comments to 3 minutes. The Board values public input but cannot take action on non-agenda items. They will consider the comments for future action. Public comment on agenda items will be held as that item is considered. Please limit comment time to 3 minutes. Please wait to comment until recognized by the chairperson.

1. **Call to Order**

**2. Public Comment**

**3. Minutes of the December Meeting:** Discussion and possible action

4. **Minutes of the December Special Meeting:** Discussion and possible action

5. **Treasurer’s Report for December and January:** Discussion and possible action

6. **Manager’s Report for December and January:** Information and discussion

7. **Communications/Correspondence:** Discussion and possible action

8. **New Business:**

**a.** Filing of Form 700. Explanation and passing out of the forms. Due back next month.

**b.** Creating a new position “Head Groundskeeper”. Ask Jeff if he would like a permanent parttime position for a salary, not hourly wage. This would be a promotion. We will need to hire another person to do hourly work as needed. The position would work 16-18 hours a week except when we close in winter. The position would be responsible for all the groundskeeping, including burials. There would also be some office work that would be required that relates to the groundskeeping work. Discussion and possible action

9. **Board Members questions, comments, discussion**

10. **Adjournment**

Next regularly scheduled meeting is Tuesday March 9, 2021 at 1:00pm

Posted at the Chester Cemetery Office and Chester Post Office 2/5/2021, posted by the Board Secretary.