

# ALTA CEMETERY DISTRICT

Office of  
**SMITH MOUNTAIN CEMETERY**  
42088 ROAD 100  
DINUBA, CALIFORNIA 93618  
PHONE (559) 591-3348 / FAX (559) 591-1008  
BOARD OF TRUSTEES  
MONTHLY MEETING AGENDA  
TUESDAY, NOVEMBER 17, 2020  
12:00PM CONFERENCE CALL  
CALL: (508) 924-1684

IN AN EFFORT TO PROTECT PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19 (CORONAVIRUS), THE ALTA CEMETERY DISTRICT ENCOURAGES THE PUBLIC TO CALL INTO THIS DISTRICT MEETING. THE MEETING MAY BE HEARD BY CALLING (508) 924-1684. MEMBERS OF THE PUBLIC WHO WISH TO COMMENT ON MATTERS BEFORE THE DISTRICT, IN LIEU OF DOING SO IN PERSON, MAY EITHER SUBMIT COMMENTS BY EMAILING: [manager@altacemeterydist.com](mailto:manager@altacemeterydist.com) ON OR BEFORE THURSDAY, NOVEMBER 12, 2020 AT 4:00PM, WHICH WILL BECOME PART OF THE BOARD MEETING RECORD OR MAY SPEAK AT THE DESIGNATED TIME ON THE TELEPHONE CALL.

1. CALL TO ORDER:
2. PUBLIC INPUT: NOTICE TO THE PUBLIC: At this time, members of the public may comment on any item not appearing on the agenda. Under state law, matters presented under this item cannot be discussed or acted upon by the Board at this time. For items appearing on the agenda, the public is invited to make comments at the time the item comes before the Board consideration. Any person addressing the Board will be limited to a maximum of three (3) minutes so that all interested parties have an opportunity to speak. At all times, please state your name and address for the Board.
3. CONSENT CALENDAR: NOTICE TO THE PUBLIC: Background information has been provided to the Board on all matters listed under the Consent Agenda, and these items are considered to be routine by the Board. All items under the Consent Agenda are normally approved by one motion. If discussion is requested by any Board member on any item, that item will be removed from the Consent Agenda if separate action is required.
  - a. Approval - Minutes OCTOBER 20TH Meeting
  - b. Approval - Manager's Report OCTOBER 2020
  - Approval - Financial Report OCTOBER 2020
  - c. Approval - Claims Accounts Payable/ratify for the month of OCTOBER 2020
  - d. Approval - \$2,866.00 Pre-Need Fund Transfer to General Fund
  - e. Approval - \$10,026.00 Endowment Fund transfer to County of Tulare - October 2020
  - f. Approval - \$0.00 Transfer from County to Accounts Payable checking account
4. OLD BUSINESS: None
5. NEW BUSINESS:
  - a. CSDA Membership Renewal with purchase of 2021 Labor Law Poster \$3,029.00 Action Item
  - b. CAPC Membership Renewal - \$504.00 Action Item
  - c. Employee Christmas party Action Item
  - d. Pandemic Guidelines - Policy# 2045 Action Item
  - e. Location of upright row burial spaces to be released for sale Action Item
  - f. 2 new computers and monitors for office Action Item
6. ORAL COMMUNICATIONS: Directors/Staff
7. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: None
8. ADJOURNMENT: