

# Rainier Cemetery District

## Agenda

### Regular Monthly Meeting

Date: Wednesday, 10/18/23

Time: 5pm

Place: Rainier Cemetery Office, Rainier, OR (24952 Alston Rd, Rainier Or.)

**Call to Order:** Pledge of Allegiance

**Visitors:** Questions and Comments

#### **Board Business:**

- A. New Board Member - Letter to County Board of Commissioners
- B. Approval of minutes for:
  - 1. Sept. 20, 2023
  - 2. Oct. 6, 2023
- C. Financial Reports
  - 1. CMW Books LLC Report
  - 2. Review of Bills
  - 3. Approval and Payment of Bills
  - 4. Review of Payroll
  - 5. Approval and Payment of Payroll
- D. Office Report – accomplishments and present projects
- E. Maintenance Report – accomplishments and maintenance concerns

#### **Old Business**

- 1. RCD Meetings Rules from 7-17-23, numbering corrected and ready for posting
- 2. Mailbox: changes complete
- 3. RCD contract with CMW Books LLC, Job Description and Contract
- 4. Plot Pre-Sale Form: Approval and Implementation
- 5. Sexton Tablet?
- 6. Website Organization for minutes

#### **New Business**

- 1. Overtime – Rick F.
- 2. Decide on Firm for Annual Review – Rick F.
- 3. Office Manager medical leave coverage plan if needed – Rick F.
- 4. Where is Scott on backhoe training – Rick F.